

Name of Proposed New Committee, Task Force or Group: Foundational Literacy Skills Curriculum Committee

Type (for definitions, see: <http://bellingshamschools.org/committeesandtaskforces>):

Purpose(s)/Goal:

- Participate in a PK-2 foundational Skills program review and adoption process for grades PK-2 Foundational Skills materials.

Basis for Establishment:

- Our current adopted foundational skills curriculum was published in 2003, is outdated, not aligned with current Washington State Standards, and not used by most teachers.
- Research supports the need for systematic, explicit instruction in phonemic awareness and phonics for students to become proficient readers and writers.
- In 2018-19, recommendations from elementary principals, the Understanding and Serving Students with Dyslexia Advisory Group and participants of the Foundational Literacy Skills AdHoc Committee all prioritized implementing a foundational skills curriculum.

Decision-Making Process:

- Advisory group to the superintendent.
- Recommend Foundational Literacy Skills materials for grades PK-2

Plan of Work:

- Establish representative committee
- Establish stakeholder groups (teachers, principals, Department of Teaching and Learning, community members).
- Establish criteria for materials selection
- Review evidence-based curricula against criteria.
- Review presentations from publishers for finalist curricula.
- Gather input from stakeholders throughout the process.
- Present final recommendation to the superintendent.

Members

The committee will consist of 17-20 regular members. Committee members will be selected to include representation from K-2 teachers, literacy intervention teachers and special education resource room teachers, with representation from all 14 elementary schools.

Regular:

- Stephanie Korn, Director of Teaching and Learning, co-chair
- Charisse Berner, Director of Teaching and Learning, co-chair
- One teacher representative from each school for a total of 14: at least on preschool, 3 kindergarten, 3 1st grade and 3 2nd grade teachers, and special education and literacy intervention teacher representation.

Ex-officio:

- 3 elementary principals
- 2 parent/community representatives
- One member of the Exec Team (Kristi Dominguez)

Responsibilities:

- Attend committee meetings and report back to constituents as needed
- Actively participate as a representative of your stakeholder group including sharing feedback and collecting information as needed.

Timeline:

- Advertise group early January, 2020, selection by Feb. 6, 2020.
- March 2020-May 2020 group meetings
- Six meetings from 8:30-3:00, specific meeting topics may shift over the course of the meetings as a result of the process.
- March 3- clarify scope of work and timelines, establish norms, develop

vision and philosophy aligned to Bellingham Promise, establish screening criteria

- March 23 and 24- Screen materials, identify no more than 3 semi-finalists, create staff and community feedback form
- March 31- Publisher's presentations
- April 28- Examine semi-finalists using rubric, review feedback, make recommendation, complete Instructional Materials Committee paperwork including bias screening.
- May 5- Additional meeting date if needed

Budget Implications:

- Substitute reimbursements and costs for outside of work day for committee meetings
- This committee's recommendation will result in budget allocations required to purchase materials and provide professional development that can be provided through LAP funding.

Other:

Process: Chair completes template, submits to supervisor for approval. It then goes to the Executive Team for discussion/information, if needed, and Superintendent for authorization. Following authorization, chair needs to start a Web page with this information and maintains it.

Supervisor's Signature: _____

Date: _____

Superintendent's Signature: _____

Date: _____