STATE OF ALABAMA
DEPARTMENT OF EDUCATION

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State Superintendent of Education

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November 16, 2016

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Michael Sentance MS
State Superintendent of Education

RE: 2017-2018 Technology Education State Course of Study Committee Nominations

The Alabama State Department of Education will begin working in March 2017 to review and revise the 2008 *Alabama Course of Study: Technology Education*. To accomplish this task, the State Course of Study Committee in this area will be appointed for 2017-2018. Your assistance is requested in the nomination of K-12 educators for consideration of appointment to this committee.

The Technology Education State Course of Study Committee recommends to the Alabama State Board of Education the curricula in these content areas for Alabama's K-12 public schools. As required by §16-35-1, *Code of Alabama*, 1975, the Alabama State Board of Education appoints 21 of the 28 members of a State Course of Study Committee. From March 2017 through March 2018, the committee will prepare the 2018 version of the *Alabama Course of Study: Technology Education.* In talking with potential appointees, it may be important to indicate the committee's meeting dates and the payment of per diem and mileage according to state rates.

The law also states that local boards of education, through superintendents, shall nominate persons qualified to serve on a State Course of Study Committee. Nominations in the following categories are needed for this committee:

CATEGORIES FOR THE TECHNOLOGY EDUCATION COURSES OF STUDY COMMITTEE

1. Elementary Classroom Teachers: Persons currently teaching elementary (Grades K-6) technology education.
2. Secondary Classroom Teachers: Persons currently teaching secondary (Grades 7-12) technology education.

3. Supervisors and/or Administrators: Persons having knowledge of or previous teaching experience in the field of techonolgy education with overall curriculum responsibility for instruction in these content areas, such as elementary principals, secondary principals, supervisors, and/or assistant superintendents of instruction.

The Nominations Forms **(Enclosure A-1)** to be submitted from your school system are included in this packet. For each person nominated, the law also requires that credentials and a summary of qualifications be submitted. A copy of the Credentials Forms **(Enclosure B-1)** are enclosed with this packet and may be copied for nominees. Please return all completed forms no later than **December 12, 2016**, by mail to Mrs. Michele Matin, Alabama State Department of Education, P.O. Box 302101 Montgomery, Alabama 36130-2101, or by fax to (334) 242-0482. Any questions may be addressed to Mrs. Matin at (334) 353-8925.

Course of study development involves a commitment of both time and effort; therefore, attendance at all meetings is essential. Proposed meeting dates **(Enclosure C)** are enclosed for your information and for those whom you nominate.

MS:MM:SMR

Enclosures

cc: Dr. Mark Kirkemier
Mrs. Shanthia M. Washington
Mrs. Robin A. Nelson
Mrs. Michele Matin

FY17-2015

NOMINATIONS FORM **ENCLOSURE A-1**

SYSTEM NAME _____

2017-2018 TECHNOLOGY EDUCATION STATE COURSE OF STUDY COMMITTEE

LOCAL SCHOOL SYSTEM EDUCATORS

ELEMENTARY CLASSROOM TEACHERS*
PERSONS CURRENTLY TEACHING ELEMENTARY (GRADES K – 6) TECHNOLOGY EDUCATION

NAMES	GRADE LEVEL(S)/SUBJECTS TEACHING

SECONDARY CLASSROOM TEACHERS*
PERSONS CURRENTLY TEACHING SECONDARY (GRADES 7-12) TECHNOLOGY EDUCATION

NAMES	GRADE LEVEL(S)/SUBJECTS TEACHING

SUPERVISORS/ADMINISTRATORS
PERSONS HAVING KNOWLEDGE OF OR PREVIOUS TEACHING EXPERIENCE IN THE FIELD OF TECHNOLOGY EDUCATION WITH OVERALL CURRICULUM RESPONSIBILITY FOR TECHNOLOGY EDUCATION INSTRUCTION SUCH AS ELEMENTARY PRINCIPALS, SECONDARY PRINCIPALS, SUPERVISORS, AND/OR ASSISTANT SUPERINTENDENTS OF INSTRUCTION

NAMES	GRADE LEVEL(S) TAUGHT/SUPERVISED

*NOMINATIONS FOR MIDDLE SCHOOL TECHNOLOGY EDUCATION TEACHERS MAY BE INCLUDED IN EITHER CATEGORY.

The educator(s) listed are placed in nomination for consideration of appointment to the 2017 Technology Education State Course of Study Committee.

SUPERINTENDENT'S SIGNATURE _____

DATE _____

BY DECEMBER 12, 2016, PLEASE MAIL OR FAX THE NOMINATIONS FORM WITH EACH NOMINEE'S CREDENTIALS FORM TO:

MRS. MICHELE MATIN
ALABAMA STATE DEPARTMENT OF EDUCATION
3345 GORDON PERSONS BUILDING
P.O. BOX 302101
MONTGOMERY, ALABAMA 36130-2101

FAX NUMBER (334) 242-0482

Credentials Form
System Educator

ENCLOSURE B-1

SYSTEM NAME _____

2017-2018 TECHNOLOGY EDUCATION STATE COURSE OF STUDY COMMITTEE

PERSONAL INFORMATION

CIRCLE ONE: CLASSROOM TEACHER – SUPERVISOR – ADMINISTRATOR

NAME _____
(AS ON SOCIAL SECURITY CARD)

HOME MAILING ADDRESS*

STREET/P. O. BOX

_____

CITY/STATE/ZIP

_____-_____

HOME PHONE

[_____] _____ - _____

E-MAIL ADDRESS

_____

SCHOOL/SYSTEM NAME

_____

SCHOOL/SYSTEM PHONE

[_____] _____ - _____

SCHOOL/SYSTEM MAILING ADDRESS*

STREET/P. O. BOX

_____

CITY/STATE/ZIP

_____-_____

SCHOOL FAX

[_____] _____ - _____

CURRENT POSITION

TITLE OF POSITION _____

GRADE LEVEL(S) RESPONSIBILITY _____

SUBJECT(S) TEACHING _____

NUMBER OF YEARS IN THIS POSITION _____

*INCLUDE ZIP CODE WITH FOUR-DIGIT EXTENSION

(CONTINUED ON THE NEXT PAGE)

Credentials Form
System Educator

ENCLOSURE B-1

PREVIOUS TEACHING POSITION(S)

SYSTEM NAME _____

NAME OF SCHOOL _____ NO. OF YEARS IN THIS POSITION _____

GRADE LEVEL(S) SUBJECT(S) TAUGHT _____

SYSTEM NAME _____

NAME OF SCHOOL _____ NO. OF YEARS IN THIS POSITION _____

GRADE LEVEL(S) SUBJECT(S) TAUGHT _____

SYSTEM NAME _____

NAME OF SCHOOL _____ NO. OF YEARS IN THIS POSITION _____

GRADE LEVEL(S) SUBJECT(S) TAUGHT _____

EDUCATION

NAME OF COLLEGE/UNIVERSITY	MAJOR/MINOR	DEGREE/CERTIFICATE EARNED

(CONTINUED ON THE NEXT PAGE)

Credentials Form
System Educator

ENCLOSURE B-1

RELATED EXPERIENCE

Please describe experiences that qualify you as an applicant for membership on the Technology Education State Course of Study Committee.

CURRICULUM DEVELOPMENT EXPERIENCE

_____

_____

_____

_____

_____

_____

WRITING OR EDITING EXPERIENCE

_____

_____

_____

_____

_____

SPECIAL TRAINING EXPERIENCE OR PROFESSIONAL ACTIVITIES RELATED TO TECHNOLOGY EDUCATION

_____

_____

_____

_____

_____

ADDITIONAL INFORMATION (OPTIONAL) *Credentials form must be completed, but résumés may be attached.*

FORM MAY BE RETURNED BY FAX TO (334) 242-0482 BY DECEMBER 12, 2016.

Enclosure C

Technology Education
2017-2018 State Courses of Study Committees and Task Forces

PROPOSED MEETING DATES

March 21, 2017 March 22, 2017	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
May 2, 2017 May 3, 2017	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
June 13, 2017 June 14, 2017 June 15, 2017	1:00 p.m. - 8:00 p.m. 8:00 a.m. - 8:00 p.m. 8:00 a.m. - 12:00 p.m. (4H Youth Development Center, Columbiana, AL)
July 25, 2017 July 26, 2017 July 27, 2017	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
September 19, 2017 September 20, 2017	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
October 17, 2017 October 18, 2017	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
November 14, 2017 November 15, 2017	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
December 5, 2017 December 6, 2017	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
January 23, 2018 January 24, 2018	9:00 a.m. - 3:00 p.m. 9:00 a.m. - 3:00 p.m. (Gordon Persons Building, Montgomery)
February 2018	TBA (Gordon Persons Building, Montgomery)
March 2018	TBA (Gordon Persons Building, Montgomery)