March 31, 2021

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey
State Superintendent of Education

RE: Recommendations for Membership on the 2021-2022 Alabama State Textbook Committee for Career and Technical Education (CTE) Clusters: Business Management and Administration; Finance; Manufacturing; Marketing; and Work-Based Learning

The State Textbook Law (Code of Alabama, 1975, §16-36-60) provides that the Alabama State Textbook Committee be composed of four elementary teachers and four high school teachers to be appointed one from each of the seven congressional districts and one to be appointed statewide; four teachers, principals, supervisors, or superintendents to be appointed from the state-at-large; two college employees, one of whom shall be knowledgeable in the field of elementary education and one knowledgeable in the field of secondary education; and nine lay persons to be appointed by the Governor of Alabama.

Please recommend three persons who are knowledgeable in the CTE Clusters: Business Management and Administration; Finance; Manufacturing; Marketing; and Work-Based Learning from your school system to be considered for membership on the 2021-2022 Alabama State Textbook Committee for CTE Grades 6-12. Please use the attached form to recommend one elementary teacher, one high school teacher, and one member-at-large who may be a teacher, principal, or supervisor. It would be very helpful if the persons recommended are contacted to verify that they are able to serve before the names are submitted.

Your completed form should be returned by April 16, 2021, to Dr. Carolyn A. Jones, Alabama State Department of Education, Alabama State Textbook Program, Instructional Services Section, Post Office Box 302101, Montgomery, Alabama 36130-2101. You may also send the form via email to cajones@alsde.edu.

If you have any questions, please contact Dr. Carolyn A. Jones, Administrator, Alabama State Textbook Program, at telephone number (334) 694-4768 or by email at cajones@alsde.edu. Thank you for your cooperation in this matter.

EGM: CAJ: LM

Attachments

FY21-2056
ELEMENTARY TEACHER:
Name: ___________________________ Type Certificate: _______ Endorsements: ___________________________
State Congressional District: ______ State School Board District: ______ Name of School: ___________________________
Home Address: ___________________________ Street Address ___________________________ School Address: ___________________________
City Zip City Zip
Home Telephone Number: ___________________________ School Telephone Number: ___________________________
Grade Level(s) and/or Subject(s) Taught: ___________________________

SECONDARY TEACHER:
Name: ___________________________ Type Certificate: _______ Endorsements: ___________________________
State Congressional District: ______ State School Board District: ______ Name of School: ___________________________
Home Address: ___________________________ Street Address ___________________________ School Address: ___________________________
City Zip City Zip
Home Telephone Number: ___________________________ School Telephone Number: ___________________________
Grade Level(s) and/or Subject(s) Taught: ___________________________

MEMBER-AT-LARGE: Check One: □ Teacher □ Principal □ Supervisor/Administrator
Name: ___________________________ Type Certificate: _______ Endorsements: ___________________________
State Congressional District: ______ State School Board District: ______ Name of School: ___________________________
Home Address: ___________________________ Street Address ___________________________ School Address: ___________________________
City Zip City Zip
Home Telephone Number: ___________________________ School Telephone Number: ___________________________
Grade Level(s) and/or Subject(s) Taught: ___________________________

SIGNED: ___________________________ DATE: ___________________________
Local Superintendent
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