



# 2016-17 SEED Instructor Information

Education & Enrichment Today  
for Tomorrow's Leaders



The Foundation for Tigard-Tualatin Schools (FTTS) is producing SEED, a series of moderately priced enrichment classes for students in the Tigard-Tualatin School District. These classes will be academically challenging with an emphasis on inquiry-based learning for students enrolled in grades 3-12 interested in exploring *additional* specialized areas of science, mathematics, humanities, and the arts.

All classes will be held on Sundays from 2-3 or 3:30 pm for 8 weeks at Hazelbrook Middle School in Tualatin.

Please complete the attached Instructor Application/Class Proposal form. Once it is completed, please email to [seed@the-ftts.org](mailto:seed@the-ftts.org). Proposals for Fall 2016 are due by Monday, August 22, 2016.

The session dates for 2016-17 are as follows:

- Fall Session - Sundays, Oct 16-Dec 11, 2016; no class Nov 27
- Winter/Spring Session - Sundays, Jan 22-March 12, 2017
- Summer Session - M-F, July 10 - 14, 2017

The cost of supplies will be built into the registration fee. We will reimburse instructors for supplies purchased based on an agreed budget.

If your proposal is selected or your experience matches an already proposed class, you will be contacted to schedule a conference call interview.

If you are contracted to teach a class and have not already worked in the Tigard-Tualatin school district, you will be required to pass a background check administered by the district.

Once your background check is complete, you will receive an Instructor agreement and W9 to complete. All instructors will be independent contractors.

Since this program is self-supported, and in an effort to keep student costs affordable, instructors can choose to volunteer their time or receive a stipend of \$280 for a 8 hour class or \$420 for a 12 hour class.

Thank you for your interest in the SEED program. We appreciate your willingness to teach an enrichment class for the program.

If you need additional information, please email [seed@the-ftts.org](mailto:seed@the-ftts.org)



# 2016 - 17 SEED Instructor Application/Proposal

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**Part A** - Please fill out all information completely and legibly. *Please return via email to [seed@the-fts.org](mailto:seed@the-fts.org)*

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone \_\_\_\_\_

Email Address \_\_\_\_\_

How did you hear about the program? \_\_\_\_\_

**Part B** - Please indicate what session and grade level(s) you are interested in teaching:

**Grades:** \_\_\_ 3-5 \_\_\_ 6-8 \_\_\_ 9-12 **Session:** \_\_\_ Fall \_\_\_ Winter/Spring **Length:** \_\_\_ 1 hour/week \_\_\_ 1.5 hours/week

**Part C** – Please complete if you don't have a specific class proposal.

I don't have a specific proposal but am interested in teaching. Please list the skills, education and experience you have that would assist us in matching you with an existing class or developing a new class:

\_\_\_\_\_  
\_\_\_\_\_

**Part D** – Please complete if you have a specific class proposal.

I would like to teach the following class: \_\_\_\_\_

Proposed Class Title: \_\_\_\_\_

Brief Course Description (provide an overview of the course and its relevance to students): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Part E

If you are proposing a class, list the topics/projects/activities to be covered each session. Each week is 1 – 1.5 hour(s) in length.

Week 1: \_\_\_\_\_

Week 2: \_\_\_\_\_

Week 3: \_\_\_\_\_

Week 4: \_\_\_\_\_

Week 5: \_\_\_\_\_

Week 6: \_\_\_\_\_

Week 7: \_\_\_\_\_

Week 8: \_\_\_\_\_

### Part F

List teaching experience: \_\_\_\_\_

\_\_\_\_\_

Equipment/Supplies Needed for Class and/or Students: \_\_\_\_\_

Are there any prerequisites or skills needed by students before enrolling in this class? \_\_\_\_\_