

‘REQUEST FOR PROPOSAL’



DES MOINES INDEPENDENT COMMUNITY SCHOOL DISTRICT
901 Walnut Street
Des Moines, Iowa 50309

November 5, 2014

TO: Publishers, software vendors, and others
FROM: Dr. Thomas Ahart, Superintendent
SUBJECT: **Committee request for examination copies of instructional materials for:**
1. Child Development / Parenting
2. Business Law
3. Woodworking 1, 2, Advanced
4. Metalworking 1, 2, Advanced
5. Graphic Technology 1, 2, Advanced
6. 3D Architectural Drafting
7. 3D Mechanical Drafting

EXPLANATION AND REQUEST TO PUBLISHERS

A committee working toward the improvement of instruction in the Des Moines Schools is ready to examine available materials for classroom use in the curriculum area listed in Section II of this letter. A preliminary examination will be made for the purpose of selecting materials that impress the members of the committee as having the greatest value for their purpose. A limited number of texts/materials in this field will be chosen for more careful study and scoring by the committee at a later date.

The committee requests the most recent copyright available. Please contact the designated curriculum coordinator if the copyright is older than three years.

STATEMENT COVERING CULTURAL DIVERSITY

In the selection of all curriculum materials, the Des Moines School District is interested in materials that acknowledge the contributions of women, African Americans, Native Americans, Hispanic Americans, and Asian Americans to the growth and development of the United States in the past and that give a more complete picture of the diverse backgrounds of the people of the nation.

Whenever possible, our cultural diversity should be shown in illustrations of all American majority and minority groups. These illustrations add meaning to the printed materials being used for instruction and reflect the culture as it includes both sexes, many racial and ethnic groups, and all ages.

In brief, bigotry and sexism are to be avoided except in terms of historical reference as relevant facts within the scope of the American development.

GUIDELINES FOR POSITIVE-NON-STEREOTYPED PORTRAYAL OF HUMAN ROLES IN CURRICULUM MATERIALS

As curriculum materials are examined, the following questions are to be considered:

1. Are there diverse role models, male/female, diverse cultures/races and age groups?
2. Are there references and/or illustrations in regard to people who are disabled?
3. Are there units and/or activities that encourage self-awareness?
4. Does the material directly confront the contemporary social problems of sexism, racism, religious and cultural bias, and bias towards the disabled and the elderly?
5. Does the content show contributions and perspectives of both men and women, diverse cultural, religious and racial groups, the disabled, and a variety of age groups?
6. Are illustrations in the books, supplementary materials and audio-visual aids representative of the cultural/religious/racial diversity in the United States as well as the roles open to men and women in today's society? Are the disabled persons and diverse age groups represented?
7. Are women viewed in a variety of occupations rather than in a traditional role? How many different occupations?
8. Are men viewed in a variety of occupations rather than in a traditional role? How many different occupations?
9. Are the boys and men shown involved in non-traditional and/or non-stereotypical roles?

Are the girls and women shown involved in non-traditional and/or non-stereotypical roles?

GUIDELINES FOR CAREER EDUCATION

In the selection of curriculum materials, the Des Moines School District is interested in materials that infuse and discuss careers relating to the curriculum area. Consideration will be given to materials that illustrate both females and males in positive, non-stereotyped career roles. Career Education may be included as part of each unit or a separate unit in the material.

COPIES REQUESTED FOR COMMITTEE MEMBERS

Please follow the directions below regarding where (and to whom) sample sets should be sent.

If samples are to be returned to the company, it must be stated at the time they are sent. It will be the responsibility of the representative to pick up the samples from the committee at a specified time.

Child Development/Parenting -Please send copies and or set of materials to the following addresses:

Family & Consumer Sciences Teachers **2 copies:**
East High School
c/o Linda Fетters / Sherri Coulson
815 East 13th Street
Des Moines, IA 50316

Family & Consumer Sciences Teachers **1 copy:**
Hoover High School
c/o Angie Besco
4800 Aurora Avenue
Des Moines, IA 50310

Family & Consumer Sciences Teachers **2 copies:**
Lincoln Main
c/o Julia Emley, Stephanie Brennan
2600 SW 9th Street
Des Moines, IA 50315

Family & Consumer Sciences Teachers **2 copies:**
North High School
c/o Heather Rosewall, Michele Kaiser
501 Holcomb
Des Moines, IA 50313

Family & Consumer Sciences Teachers **1 copy:**
Roosevelt High School
c/o Alison Thompson
4419 Center Street
Des Moines, IA 50312

CTE Curriculum Coordinator **2 copies:**
Connie Sievers
901 Walnut Street
Des Moines, IA 50309

Business Law -Please send copies and or set of materials to the following addresses:

Business Teacher **1 copies:**

East High School
c/o Samy El-Baroudi
815 East 13th Street
Des Moines, IA 50316

Business Teacher **1 copy:**

Hoover High School
c/o Kathy McNeal
4800 Aurora Avenue
Des Moines, IA 50310

Business Teacher **1 copy:**

Lincoln Main
c/o Samra Olofson
2600 SW 9th Street
Des Moines, IA 50315

Business Teachers **2 copies:**

North High School
c/o Leola Levy, Sue Krantman
501 Holcomb
Des Moines, IA 50313

Business Teacher **1 copy:**

Roosevelt High School
c/o Brandon Hope
4419 Center Street
Des Moines, IA 50312

CTE Curriculum Coordinator **1 copy:**

Connie Sievers
901 Walnut Street
Des Moines, IA 50309

**Woodworking, Metalworking, Graphic Technology, 3D Architectural
Drafting and 3D Mechanical Drafting**

-Please send copies and or set of materials to the following addresses:

Tech Ed Teachers **2 copies:**

East High School
c/o Jeff Hall, Rich Bright
815 East 13th Street
Des Moines, IA 50316

Tech Ed Teachers **2 copies:**

Hoover High School
c/o Chris Knee, Jeff Jansen
4800 Aurora Avenue
Des Moines, IA 50310

Tech Ed Teachers **2 copies:**

Lincoln Main
c/o Scott McClelland, Joe Mack
2600 SW 9th Street
Des Moines, IA 50315

Tech Ed Teachers **2 copies:**

North High School
c/o Mark Schmidt, Eric Klein
501 Holcomb
Des Moines, IA 50313

Tech Ed Teachers **2 copies:**

Roosevelt High School
c/o Mike Holland, Byron Williams
4419 Center Street
Des Moines, IA 50312

CTE Curriculum Coordinator **1 copy:**

Connie Sievers
901 Walnut Street
Des Moines, IA 50309

DEADLINE FOR SUBMISSION OF BOOKS FOR CONSIDERATION

The deadline to submit materials to be considered is **December 19, 2014.**

The deadline date is final. Galley proofs or better will be accepted.

INTERVIEWS / PRESENTATIONS

Publishers' representatives may either interview each committee member once or make a formal presentation to the entire committee. The curriculum coordinator should be contacted as to the committee's preference.

Interviews are to be held on school property and by appointment only. Formal presentations are to be arranged through the curriculum coordinator. Private sales sessions and/or dinner sessions by publishers should not occur. School policy prohibits the acceptance of gifts or gratuities of any kind. We desire to have our evaluation of materials thorough, efficient, and professional. Your cooperation will be appreciated.

MATERIALS TO BE CONSIDERED AT THIS TIME

Child Development/ Parenting:

Parenting: Conception – Toddler

This course will include sexual health, conception, pregnancy and birth. Students will examine the decisions and responsibilities that go into planning a pregnancy. Students will develop skills in the care and guidance of children from birth through toddler. Students will participate in many activities designed to simulate the physical, social, emotional, and intellectual development of children.

Parenting: Preschool - Adolescent

Students will develop skills in the care and guidance of children from preschool to adolescent. Students will examine various type of parenting styles and determine which styles are most effective. Students will participate in many activities designed to simulate the physical, social, emotional, and intellectual development of preschool children and teens.

Business Law:

The main objective of this course is to help students understand the basic legal principles relevant to each individual's personal and professional life. Topics include the law relating to youth rights and responsibilities, drugs, contracts, property, credit, insurance, investments, auto negotiable instruments, and ailments. Emphasis will be placed on helping students recognize those situations that occur in life that require assistance from legal professionals.

Woodworking (1, 2, Advanced):

Woodworking 1

The Career & Technical student will be introduced to woodworking as a career and/or avocation. Through a variety of hands-on, problem solving projects, students will be introduced to the safe use, care and maintenance of various hand tools, power tools, and stationary equipment. Projects will be produced using a variety of processing techniques and technologies used in the woodworking industry. Students will build upon their skills from other academic areas as they interpret technical information from working drawings, complete board feet calculations and study wood science.

Woodworking 2

This course will build upon the woodworking skills, knowledge and problem solving abilities acquired in Woodworking Fundamentals 1. The course is designed to provide students with an understanding of

technology and its impact on the woodworking industry. Students will continue to work with the CNC equipment in the production of their projects. Other areas of study in this course include topics associated with the construction industry. Students will have the opportunity to explore the impact of technology on the construction industry. Students will continue to build upon their skills from other academic areas as they interpret technical information from a variety of technical sources, calculate materials needed, materials strength and building design.

Woodworking – Advanced

This advanced course is available to students to continue to develop machine techniques as they construct various projects including cabinets and tables. Individual projects will be developed by the student and teacher together.

Metalworking (1, 2, Advanced):

Metalworking 1

The Career & Technical student will be introduced to basic processes within all manufacturing industries. The students through classroom, lab and problem solving activities will develop skills and knowledge in the areas of bench metal (sheet metal, small hand and power tools), machine tools (lathes, grinders, mills, drill presses), and hot metals (gas and arc welding foundry, forging). As the students explore the areas of metalworking, emphasis will be placed on the career opportunities and safety. Students will build upon their skills from academic areas as they use and develop skills relating to measurement, blueprint reading and layout.

Metalworking 2

This course will build upon the metalworking skills, knowledge and problem solving abilities acquired in Metalworking Fundamentals 1. Through hands-on and problem solving activities the students will develop an understanding of the basic elements of metalworking such as design, planning, producing, and distribution of a manufactured product. Students will be introduced to the use of manufacturing equipment and materials commonly found in industry today including test equipment, robots, lasers, CNC, CAM, and other various computer applications.

Metalworking – Advanced

The student's knowledge and skill base will continue to grow in this advanced course, as the students will develop their own metal projects as designed by both the student and the teacher.

Graphics (1, 2, Advanced):

Graphics 1

The student will experience a wide range of hands-on experiences and knowledge of modern printing processes and careers. The students will design and produce various products using appropriate printing technology. During the semester, students will be introduced to: publication design, desktop publishing, electronic imaging, process photography including halftone photography, image assembly/plate making, offset lithography including multi-color printing, silk-screen printing and bindery/finishing. The student will learn and apply safety as it relates to the tools, equipment, and materials common to this course.

Graphics 2

Through hands-on and problem-solving activities the student will gain additional knowledge and skills in the current technology relating to the materials processes, equipment, products, and the careers in the Graphic Arts industry. This course will introduce the students to halftone and special effects photography, multi-color reproduction processes, and the various computer applications in design as well as job cost estimating and production scheduling which are part of Graphic Arts management.

Graphics – Advanced

The student's knowledge and skill base will continue to grow in this advanced course, as the students will develop their own multi-color projects as designed by both the student and the teacher.

3D Architectural Drafting:

Students will be introduced to the universal language of the Construction Industry. Students will obtain knowledge and skills relating to the various fields of engineering; such as, construction, mechanical, industrial, structural, and civil, as well as, the fields of residential and commercial architecture. Students will apply computer aided design and development (CADD) skills to create construction drawings. Students will find this course helpful if they choose to continue in the CADD program at Central Campus and/or if they choose to continue their education in the fields of Architecture, Construction or Engineering.

3D Mechanical Drafting:

Students will be introduced to the universal language of the mechanical design and development industry. Students will apply the basic skills such as measurement and problem solving in the areas of lettering, free hand sketching, geometric construction, multiview drawings, pictorial drawing, dimensioning, and section drawings. Students will apply computer aided design and development (CADD) skills to create these drawings. This course is a building block to students who may be enrolling in other Tech Ed courses in high school or programs at Central Campus.

CURRICULUM COORDINATOR

CTE Curriculum Coordinator Connie Sievers can be reached at (515) 242–7654 or email address connie.sievers@dmschools.org to answer any questions concerning samples.

All sample materials will be kept by the committee unless arrangements by the publisher are made in advance through the curriculum coordinator. **DMPS will not incur any shipping costs to return sample materials.**