



## MELROSE PUBLIC SCHOOLS

Administrative Offices  
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Melrose, MA 02176

*Patricia Muxie*  
Director of Curriculum

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To: Parents/Guardians/Teachers/Secondary Students  
From: Pat Muxie  
Re: Curriculum Review Council

September 9, 2009

The Curriculum Review Council is an important part of the cyclical curriculum review process by which our district examines the methods and materials we use in the academic content areas. Our goal is to have a council comprised of teachers, administrators, parents, and secondary students. The council meets approximately four times a year for 2-3 hours. Its main role is to monitor the activities of curriculum development teams called for in the curriculum renewal plan. (Development teams currently take the shape of elementary grade-level and secondary department groups.) These activities revolve around the introduction and implementation of programs in the Melrose Public Schools. The Council serves as a review and advisory board for textbook adoptions, new courses, new programs, changes in department offerings, and significant shifts in instructional content and/or philosophy.

If you are interested in being part of the Curriculum Review Council, please sign the slip below and return it by September 21<sup>st</sup> to: Denise Jones, Melrose Public Schools, 360 Lynn Fells Parkway, Melrose, MA 02176. You may also return it electronically as an attachment to: [djones@melrose.mec.edu](mailto:djones@melrose.mec.edu). Our first meeting will be held at 7 p.m. in the Supt. Conference Room at Central Administration on September 29, 2009. *If you participated in our Council last year, you do not have to send another letter of interest unless your phone or e-mail has changed.*

Thank-you for your interest!

Sincerely,

Pat Muxie

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### 2009-2010 CURRICULUM REVIEW COUNCIL RESPONSE SLIP

**I am interested in being part of the Curriculum Review Council. I understand that our council is an advisory board through which our district examines the methods and materials we use in the academic content areas.**

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(Parent/Guardian Signature)

(School)

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Address

Phone #

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E-mail address

Cc Joe Casey, Patti White-Lambright, Principals, Vice-Principals