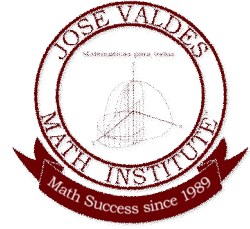


# VALDÉS MATH INSTITUTE

P.O. Box 26484  
San Jose, CA 95159  
<https://www.josevaldesmath.org>



Dear prospective Program Assistant:

Since 1989, the Valdés Math Institute has offered both middle-school and high-school students a unique math intensive program over a 6-week or 7-week (28-day) period during the summer. Our 2019 program dates are as follows:

- Basic program at Stanford University: Monday, June 17, 2019, to Friday, August 2, 2019 (7 weeks, M – Th).
- Basic program at San José City College (SJCC): Monday, June 17, 2019, to Friday, July 26, 2019 (6 weeks, M – F).
- Enrichment program at Evergreen Valley College (EVC): Monday, June 17, 2019, to Friday, July 26, 2019 (6 weeks, M – F).

In general, we make every effort to place our summer students at various college campuses, so that they can be exposed to life at a typical college or university while encouraging them to consider college as part of their academic future. Inside the Valdés classroom, each teacher is assigned two program assistants. This unique educational triumvirate promotes student learning and enhances classroom instruction by creating additional avenues for student assistance, from individualized tutoring to break-out group teaching. Outside the Valdés classroom, program assistants are directly responsible for student supervision during lunch, as well as during both breaks.

If you are interested in a position with us for this upcoming summer, then please fill out the attached application and submit it directly to your respective site principal(s) as soon as possible:

- Mr. Brian Bethel (Stanford—Basic/Remedial Classes): [brian.bethel@josevaldesmath.org](mailto:brian.bethel@josevaldesmath.org)
- Mr. Franklin Collazo (San José City College—Basic/Remedial Classes): [franklin.collazo@josevaldesmath.org](mailto:franklin.collazo@josevaldesmath.org)
- Mr. Roger Migdow (Evergreen Valley College—Enrichment/Accelerated Classes): [roger.migdow@josevaldesmath.org](mailto:roger.migdow@josevaldesmath.org)

Every new and returning applicant must complete and/or submit the following:

1. 2019 Valdés Program-Assistant Application
2. 2019 Valdés Program-Assistant Contract (offered by site principal)
3. W-9 Form
4. Copy of TB Test (showing negative results within the last four [4] years)
5. Verification of Live Scan Fingerprinting Clearance (to be renewed every four [4] years)
6. Valid Work Permit (required for all high-school students, who must be 16 years of age or older at program start)
7. Official copy of high-school and/or college transcript(s) mailed by school(s) to the following address:

**Valdés Math Institute, c/o Mr. Bob Turner, P.O. Box 26484, San Jose, CA 95159-6484**

Please note that every new applicant who is offered a summer position with the Valdés Math Institute will need to be fingerprinted (<http://ag.ca.gov/fingerprints/publications/contact.php>) in order to be eligible to work with school-aged children.

Priority consideration will be given to those applications received by Friday, April 26, 2019. Our site principals will be conducting all program-assistant interviews, so please contact them directly to arrange your interview time/date and to inform them if you need any special consideration due to potential scheduling conflicts (*e.g.*, Spring Break).

Please note that campus placement of program assistants depends on room availability and/or class size.

Thank you.

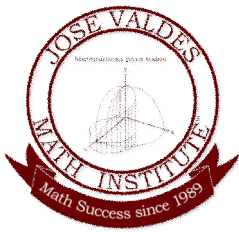
*Bob Turner*

Bob Turner, B.S., M.A.

Program Director

Cell: 408-506-2098

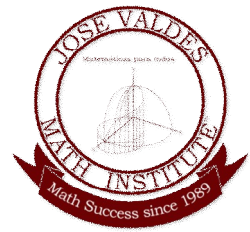
Email: [bob.turner@josevaldesmath.org](mailto:bob.turner@josevaldesmath.org)



# VALDÉS MATH INSTITUTE

P.O. Box 26484  
San Jose, CA 95159

<https://www.josevaldesmath.org>



## 2019 PROGRAM-ASSISTANT APPLICATION

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE NAME

\_\_\_\_\_  
SCHOOL

\_\_\_\_\_  
GRADE (10-16)

\_\_\_\_\_  
DATE OF BIRTH

\_\_\_\_\_  
GENDER

\_\_\_\_\_  
ETHNICITY

\_\_\_\_\_  
SOCIAL SECURITY #

\_\_\_\_\_  
EMAIL ADDRESS

\_\_\_\_\_  
HOME ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PHONE #1

\_\_\_\_\_  
COLLEGE RESIDENCE (if different)

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
PHONE #2

**RETURNING PROGRAM ASSISTANT**       **NEW APPLICANT**

TO WHICH ADDRESS SHOULD OFFICIAL NOTIFICATION BE SENT?

HOME ADDRESS    COLLEGE ADDRESS    EMAIL ADDRESS \_\_\_\_\_

LIST THE THREE (3) MOST RECENT MATH CLASSES YOU HAVE COMPLETED:

\_\_\_\_\_

LIST A MATH TEACHER OR PROJECT STAFF MEMBER WHO WOULD RECOMMEND YOU:

NAME: \_\_\_\_\_ SITE: \_\_\_\_\_ PHONE #: \_\_\_\_\_

Why are you applying to be a Program Assistant with the Valdés Math Institute? What other tutoring have you done?

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

Please circle any of the following for which you are certified:

CPR                      FIRST AID                      LIFE GUARD                      OTHER \_\_\_\_\_

Do you know sign language (ASL)? \_\_\_\_\_

Do you have skills in another language (which one[s])? \_\_\_\_\_

SPEAK                       READ                       WRITE                       FLUENT

Are you planning to carpool? \_\_\_\_\_ With whom? \_\_\_\_\_

Circle all classes in which you are willing to work:

Basic 1 (3<sup>rd</sup>-grade to 4<sup>th</sup>-grade math level)

Basic 2 (4<sup>th</sup>-grade to 5<sup>th</sup>-grade math level)

Basic 3 (5<sup>th</sup>-grade to 6<sup>th</sup>-grade math level)

CCSS 6<sup>th</sup>-Grade Math

CCSS 7<sup>th</sup>-Grade Math

CCSS 8<sup>th</sup>-Grade Math

CCSS Integrated Math I

CCSS Integrated Math II

CCSS Integrated Math III

Math Analysis

The 2019 Program-Assistant Training Day will be held on **Saturday, June 15<sup>th</sup>, from 8 a.m. to 12 p.m.**

This paid training day should not be considered optional, as it is critical for sharing needed program information and in developing a successful rapport among and with fellow Valdés program assistants. Therefore, please inform the site principal if you cannot attend this Training Day, as well as the specific reason(s) why.

**By signing below, I indicate my commitment to work the entire 2019 Valdés Math Institute Program, as well as to attend the Program-Assistant Training Day, Parent Orientation, Open House, and Completion Ceremony.**

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE