



The Curriculum Council is a new process by which the district determines and then funds needs in instructional materials and professional training. The Curriculum Council takes the place of the curriculum adoption calendar.

Process and Membership

The Curriculum Council met on three days ([1-11-17](#), [4-26-17](#), and [5-23-17](#))

- At the first meeting, we determined the membership and [process](#) of the Curriculum Council.
- At the second meeting, we reviewed and sorted responses from the Instructional Needs Survey.
- At the third meeting, we selected and ranked needs in instructional materials and professional training.

2016-17 Curriculum Council Membership:

Steve King, Assistant Superintendent
Peter Szalai, Director of Teaching and Learning
Laura Aesoph, Principal (Elementary)
Dwight Lundstrom, Principal (Secondary)
Rob Flack, Teacher (Grades K-2)
Amanda McDonough, Teacher (Grades 3-5)
Melanie Williamson, Teacher (Grades 6-8)
Linnell Gribble, Teacher (High School 9-12)
Matthew Boushey, TOSA (K-12 Technology)

Elaine Gore, Specialist
Heidi Richard, Special Education
Anthony Kendrick, Librarian
Karen Hamming, OHEA
Sue Moore, Parent/Community
Cory Glach, Parent/Community
Anthony Gurganious, Parent/Community
Frederic Wilmot, Parent/Community
Amy Coleman, Intern

Timeline

1. An [Instructional Needs Survey](#) was created and made available to all district employees and the community on March 27th. Principals were encouraged to provide ERM time for those who wanted to submit a need.
2. Each principal was interviewed, and the new process presented to the District Elementary Leadership (DELTA), District Parent Advisory Committee (DPAC), and current curriculum review teams.
3. The job-alike ERM on April 10th was also available to those who wanted to submit a need.

Procedure

1. The Curriculum Council received 212 responses to the Instructional Needs Survey. Several responses contained multiple needs.
2. Due to duplication, incomplete submissions, impracticality, not convincing, or addressed elsewhere, the Curriculum Council selected 91 responses for further review.
3. These 91 responses were then summarized (where it made sense) and categorized into 24 minor and major actions.
 - a. The current K-12 Music Curriculum Review Team's recommendations will continue to be funded in 17/18.
 - b. Keyboarding Without Tears will be purchased to replace free programs. The district piloted KWT but discontinued use due to technical difficulties, but now the product has

improved and significant teacher interest exists to warrant purchasing KWT for grades K-3 for 17/18.

4. The Curriculum Council then discussed each and used an online ranking tool to prioritize both minor and major actions.

Recommended [Major Actions](#)

- 1. A K-5 Reading and Writing Learning Program Review Team should be formed to strengthen the elementary literacy program.**
- 2. A 9-12 Math Curriculum Review Team should be formed to replace current instructional materials.**
3. A 3-6 Math Learning Program Review Team should be formed to strengthen the upper elementary and lower middle school grade math program.
4. A 7-8 Math Curriculum Review Team should be formed to replace current instructional materials.

Recommended [Minor Actions](#)

- 1. A field trip fund for each elementary school should be established so that at least one grade-wide field trip is consistently offered to all students.**
- 2. New instructional materials for ELL should be identified and provided.**
- 3. New K-8 counseling curriculum should be identified and provided.**
4. New instructional materials, strategies and professional development should be identified and provided to strength writing and grammar skills in grades 3 through 6.

Changes for 17/18

1. Change the membership to include a teacher representative for grades 3/4, 5/6 and 7/8, and an additional teacher representative for grades 9-12.
2. Add a step before the final ranking but after the discussion to determine if each proposed action should be included in the ranking.
3. Streamline the survey to improve usability of results.
 - a. [Instructional Needs Survey for the 18/19 School Year](#)
4. Streamline the individual response template to replace the 1-4 ranking system with a yes/no/alternative placement system.
5. Add a clearer step to assess and either end or renew ongoing commitments.
6. In the fall, review with Curriculum Council members their role in representing their constituencies and using the months leading up to the survey to gather input informally.
7. Allow for video or slide show presentations to the Curriculum Council. Consider arranging for coverage if a presenter wanted to present in person.

Timeline for 17/18

1. Fall
 - a. T&L Committees application distributed. Curriculum Council formed.
 - b. Curriculum Council meets for a one-hour, after-school meeting to review the process and introduce input-gathering tasks.

2. Spring
 - a. Assess ongoing commitments (PebbleGo, Keyboarding Without Tears, Handwriting Without Tears, Mystery Science, K-2 Math Expressions, expiring curriculum subscriptions, etc.) to determine current use.
 - b. T&L Director meets individually with each building administrator to discuss needs instructional materials, equipment and professional development.
 - c. T&L Director presents Curriculum Council process to DPAC, DELT, and other committees as constituted.
 - d. Curriculum Council process and notice of upcoming Instructional Needs Survey communicated by Communications Officer.
 - e. Instructional Needs Survey finalized.
3. March 26
 - a. Instructional Needs Survey made available. Open until April 25.
4. April 25
 - a. Curriculum Council meets, and reviews and sorts each Instructional Needs Survey response.
5. April 26-May 21
 - a. T&L director summarizes surviving responses and obtains additional information and/or pricing.
6. May 22
 - a. Curriculum Council meets, and discusses and ranks minor and major recommended actions by the district in the 18/19 school year to meet needs in instructional materials, equipment, and professional development.