

Descriptor Term: CURRICULUM GUIDES AND COURSE OUTLINES

Descriptor Code: ICFA

Rescinds: ICFA

Board Approved: 8/28/2006

Previously Approved: 2/1/1988

Curriculum guides will be designed to assist all users in strengthening and clarifying the teaching of a subject and to suggest variations of approaches and materials.

1. Curriculum guides will be developed or revised by designated support staff members and the teachers who will use them.
2. Where entire staff participation is not possible, representatives of staff and/or departments concerned will form system-wide committees for study, creation and revision of any particular guide.
3. When a guide is completed, the committee responsible for its development will present it to the Superintendent who, upon approval, will recommend it to the Board of Trustees for adoption.
4. Curriculum guides will serve as a framework from which a teacher may develop units of study, individual lesson plans, and approaches to instruction to serve the students' particular needs at a particular time. The guides will be used to map basic concepts, content, and objectives and show the logical scope and sequence of instruction.
5. In subjects, such as mathematics, where sequence across grade levels is important, teachers will be expected to adhere to the guide. In subjects where sequential learning is less important, the teacher may use the guide with a greater degree of freedom in respect to sequence, but should adhere to the extent that students are prepared for periodic district assessments.
6. In all cases, sufficient latitude will be permitted to provide the teacher with time to teach the current, topical and incidental material which add to motivation and meaningful teaching and learning.