

## New Core Curriculum Adoption Process

**Request/Interest:** The process is initiated by an identified need for a new core course curriculum or instructional materials, resulting from state legislation, teacher interest, or a *district request*. *The financial feasibility of purchasing new instructional materials should be reviewed with the Instructional Services staff before initiating the process.*

### Year 1: RESEARCH & DEVELOPMENT

1. **Professional Learning:** Teachers engage in professional development to foster a comprehensive understanding of critical content standards and frameworks, encompassing research-based instructional strategies and learning experiences that support effective teaching and learning. A content area leadership team, comprising teacher leaders, school leaders, and district leaders, meets regularly to coordinate the two-year core curriculum adoption process.
2. **Local Lens:** Staff develops a vision for student learning grounded in cognitively engaging instructional strategies, authentic learning experiences, essential standards, frameworks, district goals, the Learner Profile, and assessments of student outcomes.
3. **Evaluation Criteria:** Staff designs evaluation criteria for new materials, ensuring alignment with the local vision for student learning.
4. **Research and Analyze Options:** Staff explore and screen curricular options for piloting that align with evaluation criteria.

### Year 2: PILOT & SELECTION

5. **Pilot Materials Process:** Teachers pilot the selected materials for a minimum of one course unit, providing regular feedback on the evaluation criteria and participating in curriculum-based professional development through instructional coaching and structured Professional Learning Communities (PLCs). Families provide feedback via parent meetings, family events, Board presentations, and a public review period.
6. **Selection Process:** Pilot curriculum teachers participate in a facilitated consensus-building selection process. Schools complete the "Instructional Materials Request" form, which includes the approval signature of the department chair/grade level lead and the principal.
7. **Approval Process**
  - **Curriculum Council Recommendation:** School staff present the proposed core curriculum to the Curriculum Council. The Curriculum Council, an internal review body coordinated by the Instructional Services department, is responsible for reviewing proposed core curricula and offering consensus-based recommendations. This council comprises a diverse group of stakeholders, including directors, coordinators, principals, teachers, instructional coaches, and elected parent representatives from organizations such as the PTA, SSC, and DELAC.
  - **School Board Approval:** The Instructional Services department and school staff present the new core curriculum recommendation to the Board for approval.

### Year 3: IMPLEMENTATION

8. **Implementation:** Instructional Services coordinates instructional materials orders, staff training, and ongoing instructional coaching support.