

The processes and requirements described in this *Framework* shall be used to address all issues related to management of the *District Curriculum*.

The Central Office Administration shall be responsible for conducting on-going assessment of compliance with all *District Curriculum* management requirements.

A formal *Curriculum Management Action Plan* shall be established and utilized to guide all formal curriculum projects.

The *District Curriculum* shall include the following components:

- *Written Curriculum*
- *Taught Curriculum*
- *Tested Curriculum*

Written Curriculum Requirements

- The Central Office Administration shall establish timelines for development and/or revision of the written curriculum.
- The written curriculum shall be developed and/or revised using a standard format established by the Central Office Administration.
- The written curriculum shall be TEKS driven, designed for practical and effective use by teachers, and include the following components:
 - Scope and Sequence for content area, grade level, and/or specific courses
 - Grade-level benchmarks and goals for core content areas
 - Knowledge and Skills statements, arranged sequentially and aligned with Texas Essential Knowledge and Skills (TEKS), TAKS objectives, grade-level benchmarks and goals, SCANS foundation skills and competencies, TASP, SAT, ACT, etc. as appropriate
 - Levels of Blooms Taxonomy for each Knowledge and Skills statement
 - References and/or resources to address Knowledge and Skills statements
- Orientation to acquaint teachers with the process of curriculum development and/or revision shall be an integral part of curriculum document preparation.

ADMINISTRATIVE REGULATIONS**SECTION: Curriculum****SUBJECT: Framework for Curriculum Management****CUR-1****UPDATE 9****03-01-04****Page 2 of 3**

- At the direction of the Central Office Administration, the written curriculum shall be developed and/or revised using a collaborative process that includes district teachers, non-teaching professional personnel of the district, Region V Curriculum Leadership Cooperative (CLC) committee members, and/or others as needed.
- Curriculum document preparation shall be conducted in areas designated by the Central Office Administration.
- The amount of time designated by the Central Office Administration to complete curriculum development and/or revision projects shall be proportional to the assigned task.
- All district teachers shall receive the approved hourly stipend for additional time required to work on curriculum development and/or revision projects approved by the Central Office Administration.
- Teachers shall be instructed in the use of the district's written curriculum as documents become available.
- The principal and/or principal's designee shall be responsible for regularly monitoring teacher utilization of the district's written curriculum.

Taught Curriculum Requirements

- Teachers shall use a *Nederland Independent School District Instructional Planning Guide*, containing appropriate district curriculum documents, to plan for instruction.
- Lesson plan documentation shall include the following:
 - lesson objectives
 - activities/instructional resources
 - the criteria for assessment
- Selection of instructional resources shall be based on alignment with lesson objectives.
- Instructional delivery (activities) shall be congruent with lesson objectives.
- The principal and/or principal's designee shall be responsible for regularly monitoring instructional delivery.

Tested Curriculum Requirements

- Assessment shall be congruent with lesson objectives and instruction.
- All teachers shall comply with common periodic assessment requirements.
- Teachers shall use assessment results to inform instruction.
- The principal and/or principal's designee shall be responsible for analyzing assessment results and assisting teachers in developing strategies to address identified student needs.

District Curriculum Implementation Assessment Criteria

- The taught and tested curriculum shall be assessed for alignment with the written curriculum.
- Student success shall be used as the basis for assessing the effectiveness of the *District Curriculum*.
- At the direction of the Superintendent and/or Superintendent's designee(s), Central Office instructional support personnel and/or campus instructional leaders shall be responsible for assessing the effectiveness of the *District Curriculum*.