

West Salem School District Curriculum Development Process

330-Exhibit 2

Curriculum Development Phase	Task	Time Frame
<p>Self-Study: Phase I</p> <p>Planning for Self Study and Curriculum/Program Revision (Spring _____)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Discuss and develop action plan for curriculum/program revision: timeline, individuals involved and assignments, potential resource needs <input type="checkbox"/> Identify sources of evidence for study (minimum of three): surveys, achievement data, gap analysis, external evaluation, research review, benchmarking other schools/programs <input type="checkbox"/> Develop/revise vision and mission <input type="checkbox"/> Identify key factors of a successful program/content area 	<p>Spring prior to self-study cycle</p>
<p>Self-Study: Phase II</p> <p>Self Study/Program Review (_____ School Year)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Complete description of current program/content area <input type="checkbox"/> Collect evidence for study (minimum of three): survey results, achievement data, gap analysis, external evaluation, research review, benchmarking other schools/programs <input type="checkbox"/> Synthesize the findings <input type="checkbox"/> Identify strengths and opportunities for improvement <input type="checkbox"/> Complete an action plan of recommendations 	<p>Summer and School Year</p>
	<ul style="list-style-type: none"> <input type="checkbox"/> Present self-study/program review to <i>Curriculum Team</i> <input type="checkbox"/> Begin to prepare for curriculum and assessment revision <input type="checkbox"/> Update timeline 	<p>2nd Semester—Year of Self Study</p>

Curriculum Writing Curriculum and Assessment Revision or Program Area Plan (_____ School Year)	<input type="checkbox"/> Study the research on best practices of curriculum, instruction, and assessment or program examples <input type="checkbox"/> Discuss curriculum writing format and vocabulary <input type="checkbox"/> Identify critical content, vocabulary and processes <input type="checkbox"/> Write curriculum or program plan <input type="checkbox"/> Write assessments	Summer, 1 st semester – Year of Curriculum Revision
	<input type="checkbox"/> Present curriculum or plan to <i>Curriculum Team</i>	2 nd Semester—Year of Curriculum Revision
Resource Allocation and Implementation Curriculum, Instruction and Assessment Implementation (_____ School Year)	<input type="checkbox"/> Select resources: texts, technology <input type="checkbox"/> Determine staff development needs	After approval of curriculum/during curriculum revision
	<input type="checkbox"/> Implement curriculum and assessments or plan <input type="checkbox"/> Share best practices	During the following school year for implementation
Action Research and Assessment Refinement Monitor and Adjust (_____ School Years)	<input type="checkbox"/> Continue to monitor <input type="checkbox"/> Continue to develop grade level or content area assessments (Tier 2 Assessments) <input type="checkbox"/> Determine and plan for staff development needs <input type="checkbox"/> Review and realign curriculum or plan if needed	Years 4-5—Monitoring and Adjusting

Approved: April 23, 2007