

## Curriculum Design Process Tracking Sheet

Purpose: to track the completion of curriculum design and implementation

Completion Status Key:

In Progress	
Completed	
Not Started	

9-12 ELA

Curriculum Design Process Descriptions	Completion Status
<b>Forming Teams</b>	
Curriculum Team is formed	
<b>Understanding and Implementing Standards</b>	
Understanding Standards and Unpacking training for team	
Determine Priority Standards	
Unpack Priority Standards	
Sequence all standards (group standards for instruction, if necessary) to create a curriculum framework	
Determine grade-level proficiency	
<b>Determining Assessment Methods and Practices</b>	
Quality Assessment Design training for team	
Design Common Assessments for Priority Standards	
<b>Aligning Instructional Practices with Standards and Assessments</b>	
Research and select high-yield instructional strategies	
Incorporate technology into instructional framework	
Select or create sample lessons and activities for curriculum framework (ongoing repository)	
<b>Reviewing and Selecting Resources</b>	
Evaluate alignment of current resources to Priority Standards and	

Framework	
Research and evaluate new resources, if needed, to align to Priority Standards and Framework	
Align resources to curriculum framework	
<b>Engaging Parents/Guardians and Community</b>	
Host community feedback opportunities (focus groups)	
Review community feedback	
Create parent supports for curriculum	
<b>Establish a Process for Continuous Improvement</b>	
Create implementation plan with non-negotiables	
Use and analyze data on implementation of curriculum	
Provide feedback on implementation (teachers)	
Review curriculum on an annual basis based on data and feedback	