

Curriculum Design Tracking Sheet

Purpose: to track the completion of curriculum design and implementation

Completion Status Key:

In Progress	
Completed	
Not Started	

Curriculum Design Process Descriptions	Completion Status
Forming Teams	
Curriculum Team is formed	
Understanding and Implementing Standards	
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	
Determining Assessment Methods and Practices	
Quality Assessment Design training for team	
Design Common Assessments for Priority Standards	
Aligning Instructional Practices with Standards and Assessments	
Research and select high-yield instructional strategies	
Incorporate technology into instructional framework	
Select or create sample lessons and activities for curriculum framework (ongoing repository)	
Reviewing and Selecting Resources	
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	
Engaging Parents/Guardians and Community	
Host community feedback opportunities (focus groups)	
Review community feedback	
Create parent supports for curriculum	
Establish a Process for Continuous Improvement	
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	