

Curriculum Scope and Sequence Writing

- I. Select teams of representative instructors from the district.
- II. Examine curriculum standards for the course.
 - A. State standards
 - B. National standards
- II. Write curriculum scope and sequence.
 - A. Group standards into appropriate order of teaching.
 - B. Allocate instructional time necessary to teach each standards group (unit).
 - C. Integrate necessary instructional pacing into district and school calendars.
 - D. Align textbooks when appropriate.
 - E. Develop resources necessary to complete curriculum (ongoing process).
- III. Post work on the Curriculum Standards.
 - A. Review format.
 - B. Select information / documents to post.
 - C. Post information / documents for each course.
- IV. Consulting Teachers review postings on the Curriculum Navigator and communicate with subject area teachers.
 - A. Verify that information is housed in correct locations.
 - B. Contact teachers of the subject that updated curriculum is posted.