

The Board of Education recognizes its responsibility for the quality of the educational program for the School District of Phillips. To this end, the curriculum shall be developed, evaluated, and adopted on a continuing basis and in accordance with a plan for curriculum growth established by the District Superintendent.

The function of planned curriculum is to answer the question, "Of all the things that could be taught/learned, what are the things (processes, knowledge, skills, concepts, etc.) that MUST be learned?" Writing curriculum represents the selection of what is most important to be taught.

For the purposes of this policy and consistent communication through the District, curriculum shall be defined as all the planned activities of the schools, including formal classroom instruction, on-line/distance education, and out-of-class activity, both individual and group, necessary to accomplish the educational goals of the District.

The Superintendent shall recommend to the Board such courses of study as are deemed to be in the best interests of the students and are needed to comply with State law.

The Board directs that the curriculum of this District:

- A. Provides instruction in courses consistent with statute and regulations of the Department of Public Instruction or appropriate State agency.
- B. Ensures, consistent with Wis. Stats. 115 and other applicable Federal and State laws and regulations, that special learning needs of students are provided for in the context of the regular program or classroom and provides for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom.
- C. Be consistent with the District's Strategic Plan.
- D. Be consistent with 118.30 Wis. Stats., incorporating State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives.
- E. Allows for the development of individual talents and interests as well as recognizes that learning styles of students may differ.
- F. Encourages students to utilize guidance and counseling services in their academic and career planning.
- G. Utilizes a variety of learning resources to accomplish the educational goals.
- H. Provides justification in terms of the goals of this District, especially when it is proposed to take the place of an existing course of study.

#### Request Procedure and Timeline for Curriculum Change

All requests for change are to be placed in writing.

- A. Curriculum requests shall be presented to the Superintendent by November 1 of

- the year preceding the year in which the change is proposed to be implemented.
- B. Anticipated changes or proposals shall be identified as experimental, a pilot study in one school, or a general course or program revision for system-wide implementation.
- C. The written request for change should contain the following information:
1. The reason for initiating the change, including the anticipated benefits to students.
  2. A brief description of the proposed changes in the unit or course.
  3. The evaluation procedures which will be used to measure effectiveness.
  4. Budgetary implications of the proposed change, including staff, facilities, or materials.
- D. Timelines:
1. Received by the superintendent by November 1 prior to the year of implementation.
  2. Program Development Committee meets prior to the end of November.
  3. Program Development Committee will make recommendation at the December board meeting.

#### Program Development Committee

The continuous development of the educational programs is critical to the basic mission of the School District of Phillips. The Program Development Committee is committed to the continuous improvement of all aspects of teaching and learning.

The Program Development Committee is comprised of:

- Elementary school representative (1)
- Middle school representative (1)
- High school representative (1)
- Director of Special Education/Pupil Services
- Principal PreK-5
- Principal 6-12
- Board of Education ( no more than 2)
- Member of Community (1)

All Program Development Committee meetings are open to the public.

*Cross Reference: 813/333 School-Community/Parent Involvement Policy*

*Approved: December 20, 2010*