



School District of Manawa

Curriculum COMMITTEE MEETING

Manawa School District Office - Board Room

800 Beech Street, Manawa WI

(920)596-2525

Wednesday, January 3, 2024

5:15 P.M.

Board of Education Committee Members:

Riske (C), Fietzer, and Hansen

❖ **CALL TO ORDER**

❖ **PLEDGE OF ALLEGIANCE**

❖ **ROLL CALL - Verification of Quorum**

➤ *B.O.E. Members Present:*

❖ **COMPLIANCE WITH OPEN MEETING LAW NOTIFICATION** [*§19.84(2) Wis. Stats.*]

❖ **AGENDA**

1. Staff & Program Changes - setting priorities discussion
2. Review & Discussion of sequencing of curriculum planning document and the timing of requests for new curricular resources
 - a. Document for Review

❖ **FUTURE MEETING AGENDA ITEMS**

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❖ **ADJOURN**

* Any person with a qualifying disability under the Americans with Disabilities Act that requires the meeting or material to be in accessible format, please contact the District Administrator to request reasonable accommodation. The meeting room is wheelchair accessible. This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public hearing. There may be a time for public comment during the meeting as indicated in the agenda.

**Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodations including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

Curriculum Writing Process

This document is intended to provide a systemic process guide but also needs to allow for professional flexibility.

Process:

1. Each year identified in the Curriculum Writing Long-Range Plan, write course curriculum using backward design and the district template.
2. In late spring/early summer, the principals and Curriculum Director will review the curriculum writing process with involved teachers.
3. Draft curriculum maps are due to the Curriculum Director on or before August 30.
4. In September, principals will do vertical alignment within their building.
5. In October, a K-12 meeting of involved teachers with the principals and Curriculum Director will review the curriculum maps to look for vertical alignment and ensure all standards are addressed.
6. The final draft of the curriculum is due to the Curriculum Director on or before October 31.
7. At the November meeting, the School Board Curriculum Committee reviews all curriculum maps from the group identified for curriculum writing when all members of the group have completed their work either sends the curriculum back for further review with recommended changes/questions or endorses it to be sent on for the full Board to consider approval. (Anticipated Nov./Dec.)
8. Upon approval from the Board of Education, teacher stipends are paid to the entire group of teachers assigned to curriculum writing.
9. During the spring semester, teachers research, pilot, and select materials needed to teach the curriculum for recommendation to School Board Curriculum Committee by their April/May meeting.
10. School Board Curriculum Committee reviews material recommendations and poses questions for further staff review or endorses to the full Board for approval.
11. Budgets are created for the new materials in May/June.
12. Materials are ordered July 1.
13. Teachers attend New Curriculum Day in August or the designated training date for preparing to implement the new materials.
14. Throughout the school year, the new materials are used and curriculum are taught. Teachers take note of any needed revisions/edits to the curriculum.
15. Curriculum is updated based on teacher notes and if substantive changes are needed will go through a second review by the Curriculum Committee for endorsement and full Board approval in the spring of the year.
16. Ongoing teacher training needs are assessed in March for District Summer Sponsored Workshops or instructional coaching.
17. The need for any supplemental materials is assessed for inclusion in the budget.

*The curriculum writing stipend is:

- \$750 for 1.0 credit or a year-long course
- \$375 for .5 credit or a half-year course

The curriculum writing formula for calculation is based on a one-credit or full-year course taking about 30 hours of work to complete at \$25 an hour.

Curriculum Writing Rotation

Fiscal Year	Departments/Subjects
FY2017-18	Special Ed - Life/Transition Skills Social Studies HS English CTE - 1 course articulated
FY2018-19	Special Ed - Sci/Soc St/Social Skills Science/Physical Education CTE - 1 course articulated
FY2019-20	Special Ed. - Math K-12 Math, At-Risk CTE - 1 course articulated
FY2020-21	Special Ed – ELA K-8 ELA K-12 Fine Arts CTE - 1 course articulated
FY2021-22	Cont. K-12 ELA (with CESA #6 trainer)
FY2022-23	Complete K-12 ELA <ul style="list-style-type: none"> • K-5 (new) – complete by May 2022 • 6-8 (new) • 9-12 (revise & refine) Begin K-12 Math (revise & refine) Begin 4K Curriculum – (revise & refine – new DPI standards expected spring 2022) 6-12 Science – (revise & refine - integrating the engineering standards) – complete summer 2022 Continue CTE (new) <ul style="list-style-type: none"> • Ecology (transcripted) • Robotics & Engineering - all courses • Intro. To Technology
FY2023-24	K-12 Social Studies (revise & refine) K-12 Art (new) K-12 Music (new) Begin 4K Curriculum – (revise & refine – new DPI standards expected spring 2022) CTE – one credit per teacher minimum until complete (new)
FY2024-25	K-12 Science K-12 Health K-12 Physical Education

	CTE – one credit per teacher minimum until complete (new)
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Curriculum Writing left to be done includes:

- CTE (selected courses)
- Spanish (all courses if SDM hires a teacher)
- Fine Arts (all courses for music and art)