

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** December 4, 2007

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **CURRICULUM MANAGEMENT PLAN UPDATE**

**ORIGINATOR:** Sonia Diaz, Chief Academic Officer

**RESOURCE PERSONS:** Yvonne Barhight, Acting Assistant Superintendent,  
Department of Humanities  
Dr. Wesley Boykin, Executive Director, Research, Accountability,  
and Assessment  
Verletta White, Executive Director, Office of Professional  
Development

**INFORMATION**

That the Board of Education receives an update on the  
Curriculum Management Plan

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**Baltimore County Public Schools**  
**Curriculum Management Committee Update**  
November 27, 2007

### **About the Committee**

The Curriculum Management Committee was constituted in August 2007 to guide the implementation of the BCPS Curriculum Management Plan, coordinating curriculum related work across the offices and divisions responsible for it. Committee members include representative educators from across the district, with strong representation among the main district Divisions, and including Area Assistant Superintendents, Principals, Teachers, and representatives of parents and the community (see attached membership list). Under the auspices of the Curriculum Management Committee, three Working Groups are engaged in detailed planning and development of district curriculum initiatives designed to address specific deficiencies identified in the PDK Audit with a combination of intensive short-term projects and long-term solutions to issues of governance and control of BCPS curriculum development.

### **October – November Actions**

During this time period, the CMC met on October 4 and October 25, and will be meeting on November 28. Its primary emphasis has been guiding the work of the Working Groups, assuring that they are focused on the right tasks, with a sense of urgency, to address the needs of the district as identified in the PDK audit. Among the larger scale projects are: development of a new Comprehensive Assessment Plan by the Assessment, Monitoring and Evaluation Working Group; development of a new Comprehensive Professional Development Plan; establishing common Curriculum Guides, Scope and Sequence Documents; and Model Lesson templates to be used in subsequent curriculum development.

Specific Actions of the CMC during this period include:

- Reviewed alignment of all curriculum work as supported by AIM
- Approved a proposed outline for the Comprehensive Assessment Plan in development by the Assessment, Monitoring and Evaluation Working Group
- Reviewed Curriculum Development Working Group plans consistent curriculum guides to address curriculum Audit # 3
- Reviewed the Curriculum Development Working Group's draft 3-5 year curriculum development plan, to be reconsidered at the November 28 meeting.
- Reviewed and agreed to support a pilot of a new professional development approval system proposed
- Adopted procedures to guide their meetings and those of the CMC Working Groups
- Adopted procedures for proposing updates to the Curriculum Management Plan

- Established an online workspace to house documents in progress, agendas and minutes and to manage group communication.
- Approved procedures for gathering data about assessments administered across the district to inform the assessment matrix in development by the Assessment, Monitoring and Evaluation Working Group. The purpose of the matrix is to identify the assessment load within grade levels and subject areas, considering not only state and district mandated assessments, but also those in use by specific programs, schools, and offices that are being used in BCPS classrooms.

CMC actions planned for November 28 include:

- Review of preliminary assessment census data
- Approval of Scope and Sequence template, model lesson and curriculum guide template
- Review of draft Curriculum Implementation and Support Plan
- Consideration of teacher and parent communication

## Working Group Reports

### **Curriculum Development Work Group**

The Curriculum Development Work Group is presenting proposed templates for the BCPS Scope and Sequence, model lessons for curriculum guides at the November 28 meeting, reflecting work across the content areas on a common approach to each. Specific consideration of the teacher and principal usability has been given, together with attempts to reconcile the different approaches previously taken by the various content offices. At the October 4 meeting, the Curriculum Development Workgroup reported on its response to Recommendation #3 regarding the need for consistency in curriculum guides and the gaps identified by the PDK Audit as reflected in the number values assigned to each content curriculum guide. As a result, this workgroup has focused on developing a three to five year plan covering all the areas identified in the Audit. Attached are the revised plans for the 2007-08 academic year, which highlight the curriculum revisions and the concomitant work to be completed by June, 30, 2008. Still in the development is the timeline that will add dimension and specificity to this chart. The Workgroup has also identified the curriculum areas of focus for the 2008-09 academic year. This chart is a work-in-progress that will be shared with the Board as soon as it is refined.

### **Assessment, Monitoring, and Evaluation Work Group**

The Assessment, Monitoring, and Evaluation Work Group is charged with the creation of a Comprehensive Assessment Plan as required by the Phi Delta Kappa Audit. The

Assessment, Monitoring, and Evaluation Work Group has met five times since October 22, 2007, and has developed a working draft of the Comprehensive Assessment Plan. The progress and draft of the Comprehensive Assessment Plan has already been shared with the Curriculum Management Committee, the Curriculum Committee of the Board of Education, the Executive Leadership Team, and with Dr. Hairston.

Work Group members, parents, teachers, principals, Area Assistant Superintendents, and representatives from each curriculum content area. At the Tuesday, December 11, 2007, Board of Education Meeting, the working draft of the Comprehensive Assessment Plan will be shared with the Board of Education. The Comprehensive Assessment Plan is a guide for state-mandated and system developed assessments given in Baltimore County Public Schools. The Comprehensive Assessment Plan should be viewed as a living document that will be updated on a regular basis as Baltimore County's student population changes and as future federal and state regulations are added or changed.

### **Comprehensive Professional Development Plan Update**

**TARGET MEASURE:** By June 2008 a comprehensive professional development plan will be developed, documented, and connected to the Baltimore County Public Schools' (BCPS) Blueprint for Progress and Master Plan initiatives.

**MISSION STATEMENT:** In developing a comprehensive professional development plan, BCPS will build a professional learning community committed to continuous improvement, in which all stakeholders are teachers and learners.

**BELIEFS:** We believe that high quality professional development addresses the context, process, and content of professional learning.

Based on the Blueprint for Progress and the findings of the PDK Audit, the Professional Development Work Group has drafted the Curriculum Implementation and Support Plan. This Plan outlines the process for training curriculum and support staff and the selection and training of curriculum writers. The Plan describes the process for planning professional development for the implementation of new or revised curriculum. This process includes identifying the needs of teachers, administrators, support personnel, and parents so that each audience will be aware of the important changes from the previous curriculum and the potential impact of the changes on student learning. Guidelines for developing and presenting differentiated staff development for each audience are outlined in the Plan with the goal of having all teachers, administrators, parents, and students develop a common language for learning through consistent communication of the essential skills required for academic progress. The Curriculum Implementation and Support Plan includes an approval process for all curriculum implementation professional development, a plan for collecting data related to professional development participation, and strategies for ongoing professional development after the initial implementation of the curriculum.

A draft of the Curriculum Implementation and Support Plan will be presented to the Curriculum Management Committee on November 28, 2007 for their approval. It will

then be presented to Executive Leadership. The Professional Development Work Group also approved an updated professional development approval and calendaring process to be piloted with the roll out of the English 11, 12, and Math 6 curriculum.

Curriculum Writing Plan  
2007/08

Office	2007 - 2008	# of Writers	# of Consultants	# of Days	Total Cost of Writers and Consultants	Cost of PD	Total Cost	Comments
<b>AVID</b>	Write AIM objectives for AVID curriculum scope and sequence (AVID middle schools)	4		5	4,968.60		4,968.60	
<b>Career &amp; Technology Education</b>	Develop CTE Programs' scope and sequence				0.00		0.00	
<b>Dance</b>	Revise the scope and sequence K-12 for Dance	2		2	993.72	1,500.00	2,493.72	
<b>Early Childhood Language Arts</b>	Revise PreK and K guide for the reading program				0.00		0.00	staff in office
<b>English - High School</b>	Revise English 11 curriculum	8	0	10	19,874.40	10,000.00	29,874.40	Consultants: 1-Special Ed 1-Library Media 1- Technology
<b>English - High School</b>	Revise English 12 curriculum	8	3	10	27,327.30	10,000.00	37,327.30	Consultants: 1-Special Ed 1-Library Media 1- Technology
<b>English - High School</b>	Revise curriculum guide for Grade 10 GT English				0.00		0.00	
<b>English - High School</b>	Develop short cycle assessments, benchmark assessments, and final exams for Grades 9, 11, and 12				0.00		0.00	
<b>English/ Language Arts - Middle School</b>	<ul style="list-style-type: none"> <li>•Revise the Grade 6 reading alignment chart with the VSC</li> <li>•Align the Grade 6 core reading program and the Language Arts curriculum with the VSC</li> <li>•Eliminate overlap and identify areas of need</li> <li>•Create resources to support the curriculum and raise the rigor of instruction</li> </ul>				0.00		0.00	staff in office

Curriculum Writing Plan  
2007/08

Office	2007 - 2008	# of Writers	# of Consultants	# of Days	Total Cost of Writers and Consultants	Cost of PD	Total Cost	Comments
English/ Language Arts - Middle School	Select and pilot Grades 7 - 8 Anthology				0.00	5,000.00	5,000.00	
English/Language Arts - Middle School	Revise short cycle assessments for reading and language arts to align with instruction in the selected series and the VSC				0.00		0.00	
English/Language Arts - Middle School	Revise curriculum guide for Grade 7 GT English	6		10	14,905.80	5,081.96	19,987.76	
English/Language Arts - Middle School	Revise and refine the curriculum guides for Grades 6 and 8 GT English	6		8	11,924.64		11,924.64	
Family Studies	Revise current curriculum guides to meet PDK standards: • Introduction to the Teaching Profession Guide	4		10	9,937.20		9,937.20	
Health	Develop scope and sequence PreK-12	4		2	1,987.44		1,987.44	
Language Arts - Elementary	Complete lesson plans, resource materials, and scoring tools utilizing 6 + 1 Trait Writing. (Intermediate grades 3, 4, and 5)				0.00		0.00	staff in office
Language Arts - Elementary	Develop integrated reading and written language resources in Grades K-12 (supplemental materials)				0.00		0.00	staff in office
Language Arts - Elementary	Revise short cycle and benchmark assessments for reading and written language				0.00		0.00	staff in office
Language Arts PreK - 12	Develop Pre-K - 8 scope and sequence for Reading				0.00		0.00	staff in office
Language Arts PreK - 12	Develop a scope and sequence for Written Language PreK-12				0.00		0.00	staff in office
Language Arts PreK - 12	Develop scope and sequence for Writing/ Compositions PreK-12				0.00		0.00	staff in office

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Office	2007 - 2008	# of Writers	# of Consultants	# of Days	Total Cost of Writers and Consultants	Cost of PD	Total Cost	Comments
Magnet	Identify magnet courses lacking curriculum guides				0.00		0.00	
Mathematics - Elementary	Complete Grades 1-5 alignment of textbooks (SFAW with Investigations) and the VSC	14	2	10	39,748.80		39,748.80	Writers: 15 (3 per grade level 1-5) Consultants 2 (1 GT and 1 SE) \$0--to be done on PSD in grade-specific regional clusters in schools (1 school each geographic area for each grade level: AM and PM sessions) or done as videotaped sessions to be shown at school level on PSD
Mathematics - Elementary	Revise K curriculum guide (completed in summer 2007, implemented in 2007-2008)				0.00		0.00	
Mathematics - Elementary	Integrate technology into the curriculum guides				0.00		0.00	will be done in conjunction with above workshop
Mathematics - Elementary	Develop curriculum support materials for intervention and site-based summer school programs (ongoing)				0.00		0.00	RTs in office PD - part of summer school professional development
Mathematics - High School	Revise benchmark, short-cycle, and final exam assessments				0.00		0.00	staff in office
Mathematics - High School	Revise Pre-calculus related courses • Trigonometry with Analytic Geometry • College Algebra • Pre-calculus (GT/Honors)	12	2	10	34,780.20	5,000.00	39,780.20	Consultants: 1GT, 1 Tech SU2008 approx \$5,000: 25 pilot teachers x 1 day x 177.63/day

Curriculum Writing Plan  
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Office	2007 - 2008	# of Writers	# of Consultants	# of Days	Total Cost of Writers and Consultants	Cost of PD	Total Cost	Comments
<b>Mathematics - High School</b>	Continue to develop and pilot Sets, Functions, and Probability	2	1	2	1,490.58		1,490.58	Consultant 1 SE \$0 (to be provided on PSD)
<b>Mathematics - Middle School</b>	Review benchmark, short-cycle, and final exam assessments (ongoing)	0			0.00		0.00	staff in office
<b>Mathematics - Middle School</b>	Revise Math 6 curriculum guide	8	1	10	22,358.70	54,000.00	76,358.70	1 SE consultant SP2008/SU2008 approx \$54,000 (150 TE x 2 days x 177.63/day)
<b>Mathematics PreK-12</b>	Develop PreK-12 scope and sequence				0.00		0.00	staff in office
<b>Music (PreK-12)</b>	Create an alignment document that outlines curriculum and course correlation	4		2	1,987.44		1,987.44	
<b>Music PreK-12</b>	Merge PreK-12 scope and sequence into two documents: (1) General Music PreK-12 and (2) Instrumental and Choral Performance Ensembles Grades 4-12	4		2	1,987.44		1,987.44	
<b>Physical Education</b>	Develop scope and sequence PreK-12	4		2	1,987.44	1,484.00	3,471.44	
<b>Physical Education K-12 - Adapted</b>	Develop Adaptations for Physical Education Rotating Equipment K-12	4		2	1,987.44		1,987.44	
<b>Primary Talent Development</b>	Conduct a final edit and publish the Primary Talent Development PreK Component				0.00		0.00	
<b>School to Careers</b>	Revise curriculum guides • Career Research & Development I • Career Research & Development II Seminar				0.00		0.00	
<b>Science - Elementary</b>	Revise current curriculum guides to meet PDK standards				0.00		0.00	

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2007/08

Office	2007 - 2008	# of Writers	# of Consultants	# of Days	Total Cost of Writers and Consultants	Cost of PD	Total Cost	Comments
Science - Elementary	Develop Benchmark Assessments for Grades 4 and 5				0.00		0.00	
Science - Elementary	Review and revise short-cycle assessments				0.00		0.00	
Science - Gifted Elementary	Revise Grade 3 curriculum to reflect STEM Science PBL format				0.00		0.00	
Science - High School	Revise and update the GT Biology curriculum	10		10	24,843.00		24,843.00	
Science - High School	Revise the Earth Science curriculum	8		10	19,874.40		19,874.40	
Science - High School	Revise and update the Physics curriculum	10	3	10	32,295.90		32,295.90	
Science PreK - 12	Develop Pre-K-12 scope and sequence				0.00		0.00	
Social Studies - Elementary	Revise guides Grades K-2				0.00		0.00	
Social Studies - High School	Pilot and revise AP World History	10	2	10	29,811.60	500.00	30,311.60	
Social Studies - High School	Revise and pilot GT American Government - Develop assessments for the revised program of study	9	2	10	27,327.30	500.00	27,827.30	
Social Studies - High School	Revise assessments for American Government	5		10	12,421.50	500.00	12,921.50	10 writers and teachers (5 during school year and 5 during summer)
Social Studies PreK - 12	Develop Pre-K-12 scope and sequence				0.00		0.00	
Special Education: Speech and Language	Finalize a support document that aligns Speech and Language interventions at the secondary level with the LANGUAGE ! Program.	3	1	5	4,968.60		4,968.60	

Curriculum Writing Plan  
2007/08

Office	2007 - 2008	# of Writers	# of Consultants	# of Days	Total Cost of Writers and Consultants	Cost of PD	Total Cost	Comments
<b>Technical Programs</b>	Revise curriculum guides: • Engineering Careers • Construction Technology/Construction Craft Technician	8		8	15,899.52	3,600.00	19,499.52	PD - 5 writers x 5 days in curriculum workshop=\$6250 each program area (\$12,500 for both); additional professional development for up to 13 hrs. will cost \$1800 each program area (\$3600 for both). Professional development and some curriculum writing will occur during the summer of 08, with additional writing during the school year. Potential FY09 funding from Perkins.
<b>Technology Education</b>	Revise Engineering Principals and Applications (EPA) Curriculum and Assessments	4		7	6,956.04	500.00	7,456.04	
<b>Visual Arts</b>	Develop scope and sequence PreK-12	3		3	2,235.87		2,235.87	
<b>Visual Arts - Elementary</b>	Revise current guide with VSC	2		5	2,484.30		2,484.30	
<b>Visual Arts - Middle School</b>	Revise guide with VSC	2		5	2,484.30		2,484.30	
<b>World Languages</b>	Develop Pre-K-8 scope and sequence	2		3	1,490.58		1,490.58	office staff and mentors

Curriculum Writing Plan  
2007/08

Office	2007 - 2008	# of Writers	# of Consultants	# of Days	Total Cost of Writers and Consultants	Cost of PD	Total Cost	Comments
World Languages - Elementary	Develop benchmark assessments for French Immersion students	1		2	496.86		496.86	substitutes
World Languages - Secondary	Revise Advanced Immersion French at Sudbrook Magnet	1		2	496.86		496.86	substitutes
World Languages - Secondary	Revise Chinese I	1		9	2,235.87	500.00	2,735.87	
World Languages - Secondary	Develop Chinese II	2		9	4,471.74	500.00	4,971.74	
	<b>Total Cost</b>				<b>389,041.38</b>	<b>98,665.96</b>	<b>487,707.34</b>	