AtlasNext

Building a Curriculum Process

1 Articulate your Purpose

2 Set Curriculum Goals

3 Design a Unit Template

4 Write a Plan

5 Create Resources

1   Articulate Your Purpose

Explore, discuss and articulate why you are curriculum mapping. What do you hope it will lead to or allow? Clarify and define what you believe is high-quality curriculum. Think through how you hope to use the curriculum maps once they have been developed.

2   Set Curriculum Goals

Create goals that will guide your curriculum process. Use the SMART goal criteria to make with design goals that are specific and manageable. Be sure to identify the products and/or evidence that will be used to track progress and success.

3   Design a Unit Template

Based on your goals, determine what you want to capture in your written curriculum. A best practice is to make sure it is practical, relevant and integrated.

4 Write a Plan

After you have articulated your purpose for documented curriculum, set goals, and designed a unit template, the next steps include **creating your team** and **outlining roles and responsibilities**. It is also important to create a projected timeline that includes **professional development and training needs** and specific steps to ensure **staff buy-in** for the overall process. The last step in any curriculum process includes a **plan for regular and ongoing review** for overall alignment and specific unit revision.

5 Create Resources

Think about what resources will best guide teachers as they develop and revise units. Consider unit template style guides, exemplar or model units, clear and common definitions of categories, and protocols that will promote the review cycle.

Celebrate your Progress!

Take the time to celebrate the work accomplished. Done well, this process takes time, lots of collaboration and cross team support. Everyone will play a role in the curriculum process and its important to recognize the effort as well as reaching milestone goals!

Questions to Guide your Timeline

*Leaders need to consider the many variables and factors within their own school. With authentic and honest reflection, a school will have a better idea of their **INDIVIDUAL** projected timeline.*

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- How many people or groups are involved in making decisions and how quickly are we comfortable moving forward?

- Is our curriculum platform currently set up to support all our learning needs and locations?

- What is the current status of our written curriculum?

- What steps in this curriculum process do we already have in place and which ones need attention?

- Are our curriculum writers adequately trained with the skills they need?

- How will onboarding administrators and teachers affect our timeline?

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