

# Curriculum, Instruction and Assessment

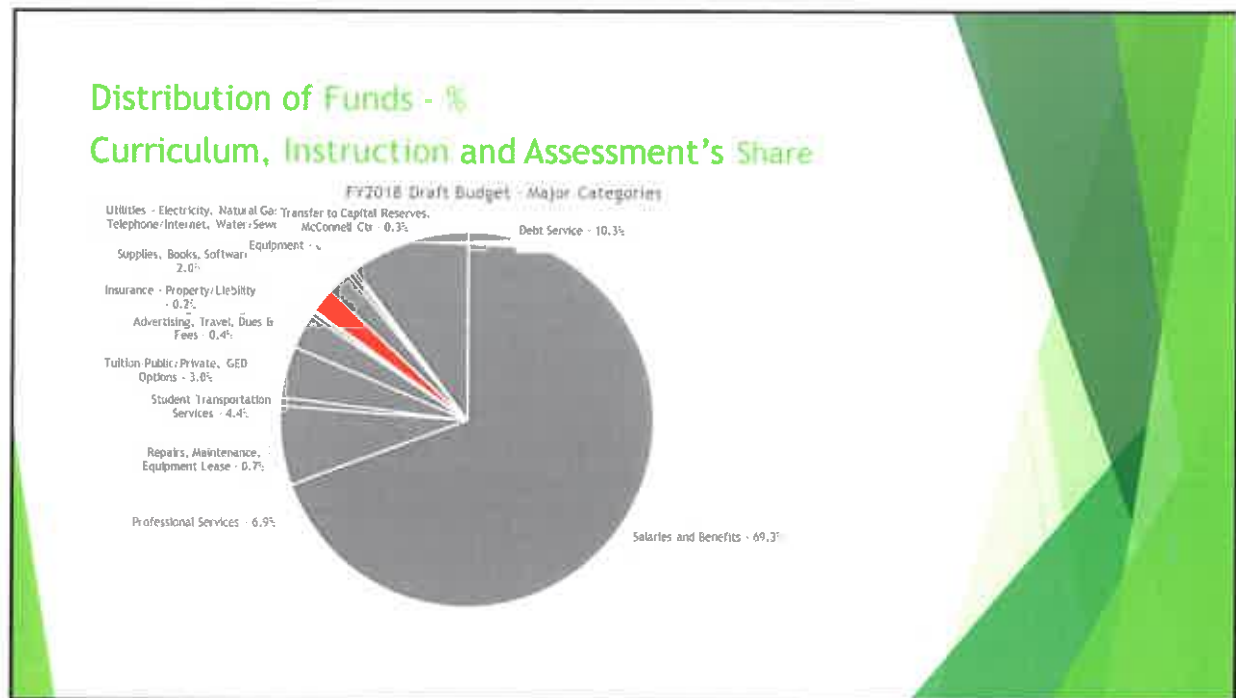
School Board Budget Presentation  
January 3, 2017

**Vision: To unite the Dover educational community in a collaborative, creative effort to ensure high performing schools.**

**Mission: To evaluate, approve and support the design and implementation of effective instruction and curriculum that ensures equitable access and success for all students.**

**Goal: To prepare our students to act intelligently when faced with a situation for which they have not specifically been prepared.**

11/13/2017



- Before I start giving you real numbers I want to draw your attention back to the pie chart Elaine presented last time.
- The Curriculum, Instruction and Assessment budget actually represents about 2% of our entire budget. (minus salaries)

## Curriculum Budget Overview

|                                                                           |                                    |                                    |
|---------------------------------------------------------------------------|------------------------------------|------------------------------------|
| <u>Adoptions/New Curriculum Materials and Curriculum Development Work</u> | <u>Consumables/Yearly Expenses</u> | <u>Replacement Texts/Materials</u> |
| \$38,513.00                                                               | \$186,069.00                       | \$109,895.00                       |
| <u>Intervention Materials and Software</u>                                | <u>Professional Development</u>    | <u>ESOL</u>                        |
| \$31,525.00 materials<br>\$70,608.00 software                             | \$19,555.00                        | \$3,350.00                         |
| Total                                                                     |                                    | \$459,515.00                       |

- We actually have no major curriculum adoption this year.
- Math K-8 is the subject area whose turn it would have been
- We have been supplying math with its needs consistently since the MIF adoption 6 years ago
- The numbers under adoptions represent new curriculum materials, primarily trade books as well as funds for curriculum development work
- Math In Focus Strengths from DHS's perspective
- Basic algebra and basic geometry have the lowest enrollment numbers in at least 5 years
- Students have far more perseverance in solving deeper level problems
- Students have a better understanding of basic topics such as fractions
- Students diagram and model problems as a first instinct to solve problems
- A bigger divide in student achievement between Dover and sending communities who have just started MIF this year
- Students may not always know facts from memory but they easily can figure it out using numeracy facts
- Growth Mindset is working hand and hand with MIF to help students see themselves as successful

## Curriculum Budget Detail Dover High School

|                                         |                                                     |                            |
|-----------------------------------------|-----------------------------------------------------|----------------------------|
| <b>Consumables</b>                      | <b>Art Supplies</b>                                 | <b>\$18,000.00</b>         |
|                                         | <b>Phys Ed supplies</b>                             | <b>\$2,050.00</b>          |
|                                         | <b>Calculators - Math</b>                           | <b>\$2,314.00</b>          |
| <b>Books</b>                            |                                                     |                            |
| <b>Replacement of<br/>Damaged Books</b> | <b>Repair damaged books</b>                         | <b>\$1,200.00</b>          |
|                                         | <b>LA replacement books</b>                         | <b>\$5,100.00</b>          |
|                                         | <b>Math replacement books and online<br/>access</b> | <b>\$15,675.00</b>         |
|                                         | <b>Social Studies replacement books</b>             | <b>\$2,500.00</b>          |
|                                         |                                                     |                            |
| <b>Equipment</b>                        | <b>Art - Storage cabinet and regulators</b>         | <b>\$2,500.00</b>          |
|                                         | <b>Replacement equipment PE</b>                     | <b>\$1,500.00</b>          |
|                                         | <b>Science replacement equipment</b>                | <b>\$3,140.00</b>          |
| <b>Intervention</b>                     | <b>Odysseyware Credit Recovery<br/>Access</b>       | <b>1/1/2017 \$8,000.00</b> |

## Curriculum Budget Detail Dover Middle School

|              |                                                                                                                                                                                                                                                                                                                                                                                          |             |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Consumables  | Consumable supplies/yearly replacement - i.e. Composition books, Journey's Notebooks for Grade 5, National Geographic magazine,, Scholastic Action magazine, Math in Focus workbooks Grade 5, Science World, Math Calculators, White Boards for math, Student planners, Math in Focus manipulatives, SS, Activity Card Bundle, SS Scholastic Jr., Time for Kids, maps for Social Studies | \$28,822.00 |
|              | LA Trade books, Materials for Social Studies (Leveled Readers Super Kit, Teacher Resource Library DVD for Grade 5, myStory DVD Grade 5, United States History: Civil War to Present, Nystrom World Atlas, Historical Novels                                                                                                                                                              | \$4,482.00  |
| Equipment    | Replacement science, social studies (atlases,maps)                                                                                                                                                                                                                                                                                                                                       | \$13,420.00 |
| Intervention | Intervention materials - i.e. High Interest/low vocabulary books, Number Worlds                                                                                                                                                                                                                                                                                                          | \$4,700.00  |
| Software     | Software or online access to intervention programs, i.e. IXL Math, Brain Pop, Kuta, Fraction Face Off, Eolution, etc.                                                                                                                                                                                                                                                                    | \$20,702.00 |

## Curriculum Budget Detail Garrison Elementary

|                                                |  |                                                                                                                                                                                                                                                                |             |
|------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>Consumables</b>                             |  | Consumable supplies/yearly replacement - i.e. Words I use When I write, Composition Books, Reader's Notebooks, Magnetic Letters, Scholastic News, Math in Focus Workbooks, Student Planners, STEM supplies, Handwriting materials, Math in Focus manipulatives | \$45,873.00 |
| <b>Adoptions/<br/>New Curriculum Materials</b> |  | SS Mentor texts grades 1&2, Guided Reading Books                                                                                                                                                                                                               | \$5,600.00  |
| <b>Equipment</b>                               |  | SS equipment (globes, maps, Atlas, etc)                                                                                                                                                                                                                        | \$2,421.00  |
| <b>Intervention</b>                            |  | Intervention materials - i.e. High interest/low vocabulary books, LLI kits, Do the Math, Number Worlds                                                                                                                                                         | \$8,791.00  |
| <b>Software</b>                                |  | Software or online access to intervention programs, i.e. Razz Kids, Reading Eggs, Read Naturally Live, etc.                                                                                                                                                    | \$17,086.00 |

## Curriculum Budget Detail Horne Street School

|                                    | Description                                                                                                                                                                                                                                                    | Cost        |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Consumables                        | Consumable supplies/yearly replacement - i.e. Words I use When I write, Composition Books, Reader's Notebooks, Magnetic Letters, Scholastic News, Math in Focus Workbooks, Student Planners, STEM supplies, Handwriting materials, Math in Focus manipulatives | \$43,985.00 |
| Adoptions/New Curriculum Materials | SS Mentor texts grades 1&2, Guided Reading Books                                                                                                                                                                                                               | \$5,600.00  |
| Equipment                          | SS equipment (globes, maps, Atlas, etc)                                                                                                                                                                                                                        | \$2,424.00  |
| Intervention                       | Intervention materials - i.e. High interest/low vocabulary books, LLI kits, Do the Math, Number Worlds, Benchmark Assessment kit                                                                                                                               | \$8,791.00  |
| Books                              | Software or online access to intervention programs, i.e. Razz Kids, Reading Eggs, Read Naturally Live, etc.                                                                                                                                                    | \$17,206.00 |
| Software                           |                                                                                                                                                                                                                                                                |             |

## Curriculum Budget Detail Woodman Park School

|                     |                                                                                                                                                                                                                                                                |                    |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Consumables</b>  | Consumable supplies/yearly replacement - i.e. Words I use When I write, Composition Books, Reader's Notebooks, Magnetic Letters, Scholastic News, Math In Focus Workbooks, Student Planners, STEM supplies, Handwriting materials, Math In Focus manipulatives | <b>\$46,230.00</b> |
| <b>Books</b>        | SS Mentor texts grades 1&2, Guided Reading Books                                                                                                                                                                                                               | <b>\$5,600.00</b>  |
| <b>Equipment</b>    | SS equipment (globes, maps, Atlas, etc)                                                                                                                                                                                                                        | <b>\$2,422.00</b>  |
| <b>Intervention</b> |                                                                                                                                                                                                                                                                |                    |
| <b>Books</b>        | Intervention materials - i.e. High Interest/low vocabulary books, LLI kits, Do the Math, Number Worlds                                                                                                                                                         | <b>\$8,792.00</b>  |
| <b>Software</b>     | Software or online access to intervention programs, i.e. Razz Kids, Reading Eggs, Read Naturally Live, etc.                                                                                                                                                    | <b>\$17,166.00</b> |

## Curriculum Budget Detail Professional Development

| DISTRICT-WIDE                                                     |             |
|-------------------------------------------------------------------|-------------|
| New Teacher Induction Stipends - \$3,008 plus FICA and retirement | \$3,655.00  |
| PD Consultants                                                    | 2000.00     |
| PD Books/Materials                                                | 500.00      |
| PD Dues/Memberships                                               | 900.00      |
| PD - Workshops                                                    | \$12,500.00 |
| TOTAL                                                             | \$19,555.00 |

\$19,555 divided by 400 staff members equals about \$48.89 per person – woefully inadequate

|       | Category 1                                                                            | Category 2                                                                            | Category 3                                                                            | Category 4                                                              | Category 5                                                                                                                      | Instructional Growth |
|-------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Row 1 | Tax Cap (At/Below)<br><i>Not Compliant &amp; Reduces Services</i>                     | Level Service (LS)<br><i>Minimally Compliant</i>                                      | LS + Safety & Legal (SL)<br><i>Compliant</i>                                          | LS + SL + Instructional (I)<br><i>Compliant &amp; Adequate Practice</i> | LS + SL + I + Infrastructure<br><i>Compliant &amp; Good Practice</i>                                                            |                      |
| Row 2 | All curriculum job responsibilities belong to district Curriculum Director            | All curriculum job responsibilities belong to district Curriculum Director            | All curriculum job responsibilities belong to district Curriculum Director            | Assistant Curriculum Director                                           | Assistant Curriculum Director (picks up blue responsibilities)<br><br>Dean of Instruction K-8 (picks up green responsibilities) |                      |
| Row 3 | Current level of ESOL staffing remains the same - we remain 44.5 hours per week short | Current level of ESOL staffing remains the same - we remain 44.5 hours per week short | Current level of ESOL staffing remains the same - we remain 44.5 hours per week short | ESOL teacher at elementary level<br>1/3/2017                            |                                                                                                                                 |                      |

- As you remember from our SAU staffing plan last year, we wanted you to consider 3 additional positions in this year's budget.
- Let me show you why these positions are important for instructional improvement.

| <u>Language spoken in our schools</u> | <u>Countries represented in our schools</u>               |
|---------------------------------------|-----------------------------------------------------------|
| 1. Amharic                            | 1. Iraq                                                   |
| 2. Arabic                             | 2. Iran                                                   |
| 3. Farsi                              | 3. Indonesia                                              |
| 4. French                             | 4. India                                                  |
| 5. Greek                              | 5. U.S - Spanish speakers                                 |
| 6. Hindi                              | 6. France                                                 |
| 7. Indonesian                         | 7. Ethiopia                                               |
| 8. Laotian( from Laos)                | 8. Morocco                                                |
| 9. Nepalese                           | 9. Brazil                                                 |
| 10. Pashto                            | 10. Greece                                                |
| 11. Portuguese                        | 11. Russia                                                |
| 12. Romanian                          | 12. Dominica Republic                                     |
| 13. Spanish                           | 13. Philippines                                           |
| 14. Tagalog                           | 14. France                                                |
| 15. Tamil                             | 15. Laos                                                  |
| 16. Telugu                            | 16. China                                                 |
| 17. Thai                              | 17. Pakistan                                              |
|                                       | 18. Brazil                                                |
|                                       | 19. Nepal                                                 |
|                                       | 20. Romania                                               |
|                                       | 21. Vietnam                                               |
|                                       | 22. Benin (Africa)                                        |
|                                       | 23. Thailand                                              |
|                                       | 24. Canada                                                |
|                                       | 25. Mexico                                                |
|                                       | <u>Currently short 44.5 hours of instruction per week</u> |

| Approximate ESOL Numbers                                                                      |                                                                                                |
|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Students receiving services:<br>(Services delivered by 4 teachers<br>and 3 paraprofessionals) | Students on Monitoring:<br>( ESOL teacher check-ins weekly,<br>bi-weekly or monthly as needed) |
| GES - 10                                                                                      | GES - 4                                                                                        |
| HSS - 27                                                                                      | HSS - 3                                                                                        |
| WPS - 20                                                                                      | WPS - 6                                                                                        |
| DMS - 18                                                                                      | DMS - 24                                                                                       |
| DHS - 4                                                                                       | DHS - 4                                                                                        |
| Total - 79                                                                                    | Total - 41                                                                                     |
|                                                                                               | Total - 120 students<br>Approx. 20 students moved or<br>tested out.                            |

- Elaine talked last time about our numbers of ESOL students going down to 79 students from over 100 last year. I need to point out though that additionally we have 41 students on monitor. Those students on monitor have tested out of the program but require monitoring regularly.
- First year of computerized testing for the WIDA
- Some concern by the state over validity of test results
- More of our students tested out but we will need another year of testing to validate results
- We attribute improved student results to more teaching time by certified teachers
- We are still 44.5 hours short primarily at the elementary level where we stand to make the most gains with our young students
- We are optimistic that if our ESOL numbers stay the same, an additional teacher for next year may have us in compliance with the state

## **CURRICULUM/ASSESSMENT/INSTRUCTION DIRECTOR**

### **JOB DESCRIPTION:**

### **PERFORMANCE RESPONSIBILITIES:**

- Initiates and oversees curricular and instructional programs designed to improve instruction and student achievement, preschool through high school. Coordinates and integrates the K-12 curriculum and instruction programs.
- Oversee creation of the Teacher Evaluation System in developing the process and creating the pertaining rubrics. Liaison between the admin team and T-eval software company
- Oversee the alignment of curriculum to Common Core State Standards and other national standards.
- Conduct meetings and curriculum study groups with curriculum advisors, principals, and academic advisors to develop, implement, and evaluate system-wide curriculum.
- Include integration of technology into curriculum.
- Align curriculum objectives between elementary and secondary schools.

- *I have included in my presentation the job description approved at one time by the board for the current Director of Curriculum, Assessment and Instruction position*
- *The performance responsibilities for this one position use to be divided among 3 professional positions - Curriculum Director, Federal Projects Director and Dean of Instruction K-8*
- *They are color coded so that you can see approximately how the responsibilities were once divided*
- *Red :Curriculum Director*
- *Blue: Federal Projects*
- *Green: Dean of Instruction k-8*

- Coordinates the District's involvement in local, state, and national assessment programs. STAR, SBAC, SATS, Numeracy Assessments, Access for ESOL, PALS, Benchmarks
- Data collection, management and analysis. Establish and monitor the district's accountability program through development of curriculum, means of assessment, and interpretation of test results and data reports for recommendations in the decision-making process.
- Prepares recommendations for authorization or deletion of learning materials for all school programs.
- Initiates, monitors, and evaluates pilot programs for new and revised curriculum.
- Overseeing Competency Based Education and necessary revisions to report cards.
- Work with principals and academic coordinators to ensure horizontal and vertical continuity of curriculum coordination throughout the district.
- Prepares reports for the Board, Superintendent, state, and local requirements as required on matters pertaining to the assigned areas of responsibility.
- Organizes and conducts the New Teacher Induction and Mentoring Programs

- Keep informed on current trends in educational programs, methods, and materials; maintain files of professional and instructional materials for teacher reference; issue memos and bulletins calling attention to promising programs, materials, equipment, publications, and developments within the local system and elsewhere.
- As a member of the administrative team, screens applications, organizes selection committees and interviews, checks references and makes recommendations to the building principal for all teaching applicants at the direction of the building principal
- Attend meetings of School Board when requested by Superintendent.
- Perform any additional duties assigned by the School Board and/or Superintendent.
- Chair of the following committees:
  - ☐ CPC – curriculum approval
  - ☐ ETF – District evaluation program
  - ☐ PD – professional development and data management, including creation of district master plan for the state
  - ☐ Wellness – write and ensure adherence to district wellness policy

- Write all grants and provide oversight of the following federal programs: Title I part A (at risk and socioeconomically disadvantaged students)), Title I part D (Dover Children's Home) Title II (professional development), Title III (ESOL)
  - Responsibilities include:
    - Writing all grants and the corresponding paperwork that goes with it
    - Budget management
    - Attendance at many state meeting
    - Supervision of 25 staff members in Title I part A and Title III
- Oversee the lit and math facilitators to ensure that teachers in the schools are cognizant of the required curriculum and resources associated with their assignments and are aware of program changes.
- Work with Director of Special Education and principals in coordinating instructional programs.
- Assist in the development and monitoring of budgets pertaining to curriculum, instruction, and assessment and all federal grants

- Assisting with mini-observations connected to professional development and coordination of peer observation and support of the process
- Responsible for all areas of instructional and program support service delivery in the schools, including staff development, in-service, and monitoring library programs.
- Meet with teachers and administrative staff to design professional development programs.
- Data collection, management and analysis.
- Fosters a positive attitude among school staff and parents towards the system, acknowledging problems, but emphasizing resolution and past accomplishments of the school system.
- Work with parents, students and teachers to resolve issues related to instructional complaints and questions.

|       | Column 2                                                                                                 | Column 3                                                                                                 | Column 4                                                                                                 | Column 5                                                                                                                           | Column 6                                                                                                                                                                                        | 7                    |
|-------|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Row 1 | Tax Cap (At/Below)<br><i>Not Compliant &amp; Reduces Services</i>                                        | Level Service (LS)<br><i>Minimally Compliant</i>                                                         | LS + Safety & Legal (SL)<br><i>Compliant</i>                                                             | LS + SL + Instructional (I)<br><i>Compliant &amp; Adequate Practice</i>                                                            | LS + SL + I + Infrastructure<br><i>Compliant &amp; Good Practice</i>                                                                                                                            | Instructional Growth |
| Row 2 | All curriculum job responsibilities belong to district Curriculum Director<br><i>Red, Blue and Green</i> | All curriculum job responsibilities belong to district Curriculum Director<br><i>Red, Blue and Green</i> | All curriculum job responsibilities belong to district Curriculum Director<br><i>Red, Blue and Green</i> | Assistant Curriculum Director (picks up blue responsibilities)<br><br>Curriculum Director maintains red and green responsibilities | Curriculum Director (maintains all red responsibilities)<br><br>Assistant Curriculum Director (picks up blue responsibilities)<br><br>Dean of Instruction K-8 (picks up green responsibilities) |                      |
| Row 3 | Current level of ESOL staffing remains the same - we remain 44.5 hours per week short                    | Current level of ESOL staffing remains the same - we remain 44.5 hours per week short                    | Current level of ESOL staffing remains the same - we remain 44.5 hours per week short                    | ESOL teacher at elementary level<br><small>1/3/2017</small>                                                                        |                                                                                                                                                                                                 |                      |

- *If we stay with our current staffing you can see that the Curriculum Director maintains all the job responsibilities described previously and is spread incredibly thin.*
- *Red job responsibilities belong to Curriculum Director*
- *Blue job responsibilities belong to Assistant Curriculum Director*
- *Green job responsibilities belong to Dean of Instruction K-8*
- *If we divide the position as it was in the past we will be more capable of spearheading instructional change especially as we enter the world of CBE which is where the state is going!*

#### **Curriculum Strengths:**

- **Teacher Evaluation System providing meaningful professional dialogue between administrators and teachers**
- **Teacher Evaluation System clearly articulates high expectations for teachers and other professional staff through comprehensive rubrics**
- **Teacher Evaluation System becoming part of the district culture. Teachers and professional staff motivated to score well on rubrics**
- **Teacher Inquiry projects producing meaningful professional development and instructional change**
- **Systematic plan in place for developing, implementing and assessing curriculum**
- **Competency work beginning in pockets at all levels throughout the district**

Just a sampling

### **Curriculum Challenges:**

- **Shifting district wide to a competency based system with performance based assessments**
- **Time and money for professional development**
- **Updated curriculum materials**
- **Time and a systematic approach to data analysis**
- **Making technology an integral part of core curriculum**

© 2014

Questions?