

POLICY NP 501: CURRICULUM POLICY

I. PURPOSE

The purpose of this policy is to explain curriculum development and review as well as material selection at Great Oaks Academy. All three pieces will ensure that Great Oaks Academy is accountable to its mission and goals and develops a curriculum that meets or exceeds the mandated state standards.

II. GENERAL STATEMENT OF POLICY

The Curriculum Committee is an advisory committee run by Great Oaks Academy administration that works with faculty to develop and maintain Great Oaks Academy curriculum. To do this, the Curriculum Committee will refer to Great Oaks Academy foundational documents and look to the programs of other classical schools and high-achieving schools. The Administration is responsible for the implementation of the curriculum and ensuring that the faculty has the needed training and materials.

III. CURRICULUM DEVELOPMENT

Curriculum development includes three components: design, delivery, and evaluation. As curriculum is developed all three components of curriculum should be working in concert with one another and be aligned with the classical model of education. All curricula will be documented in writing and faculty will have copies of all resources needed to effectively teach their curriculum. The Administration will work with the faculty to maintain consistency between the designed curriculum and the delivery of the curriculum. Faculty will work with the Administration to assist in this process. Changes made by faculty to the approved curriculum must be presented to the Administration before they are implemented. The Administration will determine if the change is minor or major. Minor changes do not need to be reviewed by the Curriculum Committee until the subject or grade comes to its scheduled review. Major changes to any curriculum must be reviewed by the Curriculum Committee before the changes can be implemented (or in case of a timing issue, be reviewed at the next meeting of the Curriculum meeting). NP 501 pg.2

IV. CURRICULUM REVIEW

All of Great Oaks Academy curriculum will be reviewed on a rotating cycle to ensure that all courses and materials are up to date and are the best options available for Great Oaks Academy goals. The Administration will set the review cycle and provide a written description of each review to the Curriculum Committee. Members of the Curriculum Committee may be asked to assist with the review.

All teachers who teach the subject or grade being reviewed should be involved with the review. The following questions should be considered during any review:

- How does each grade level address the essential elements of a classical education in this subject?
- How are we meeting the state standards? When is it appropriate to change them?
- How is specific content chosen? • What strategies are used to get content across to students?
- How are decisions made regarding sequencing? What is the sequencing?
- How is student learning measured?
- What do the standardized test scores tell us about strengths in the curriculum and opportunities to improve?
- How does each class accommodate differences in learning?
- How are the virtues woven into each subject area?
- What does current research and best practice tell us?
- How is inclusive and diverse education woven into the curriculum while still focusing on what is Classical?
- How is technology used in the classroom and what other examples of media are used?
- How are field trips woven into the curriculum?
- In what ways are other subject areas integrated into this curriculum? How does it fit with the curriculum in higher and lower grades?

V. MATERIAL SELECTION

All materials that extend across grade levels or address significant elements of a curricular area or topic must be presented to the Curriculum Committee for review. Temporary supplementary materials directly related to Great Oaks Academy curriculum do not need to be presented to the Curriculum Committee unless their use changes to make them a permanent part of the curriculum. The Administration may approve NP 501 pg.3 or remove temporary supplementary materials at its discretion without review by the Curriculum Committee. All other materials not listed otherwise in this policy must be approved by the Administration.

VI. OWNERSHIP AND USE OF CURRICULUM

School-created resources are the property of Great Oaks Academy and will not be reproduced outside of Great Oaks Academy without permission of the Administration. Teacher created resources, created or used during the teacher's tenure at Great Oaks Academy, are the property of their creator, but Great Oaks Academy has the right to use all such materials in perpetuity at Great Oaks Academy. Great Oaks Academy may not sell or reproduce those resources outside of Great Oaks Academy without permission of the teacher.

VII. OTHER

The Administration will report major curriculum changes to the Board a minimum of once a year. This includes, but is not limited to, changes with offered courses, changes with primary texts, large overhauls of offered tracks or courses. Obsolete or discarded materials will be disposed of at the discretion of the Administration. Complaints or concerns about the curriculum should first be addressed by the faculty and Administration. If the parties are unable to resolve the

complaint, a request to review curriculum materials may be made to the Curriculum Committee.

The request should consider the following points:

- To what do you object? (Be as specific as possible.)
- What part of the material have you read, viewed or used?
- Did you find merit in the material? • In what ways did the material not conform to Great Oaks Academy mission and goals?
- Are you aware of the judgment of this material by critics? If so, what information do you have?
- In its place, what material(s) of equal value would you recommend as an alternative?