



Book	Ogdensburg City School District
Section	4000 Instruction
Title	CURRICULUM MANAGEMENT
Code	4200
Status	First Reading
Last Revised	April 14, 2025

☐ Required
☒ **Local**
☐ Notice

NOTE: We have provided this policy to update and replace the Board's current Policy 8110 (Curriculum Development, Resources, and Evaluation), incorporating NYSSBA's recommended approach. The adoption of the district's curriculum is one of the Board of Education's most important responsibilities. This policy is intended to guide district administrative and teaching staff in their roles and responsibilities related to curriculum development.

A well-defined curriculum management policy enables the Board to link instructional goals with classroom instruction by establishing a systematic process for the development, review, and evaluation of instructional materials.

When developing a policy on curriculum development and adoption, the Board should ensure it:

- *Supports the district's stated instructional goals;*
- *Delegates responsibility for curriculum development to district administrators;*
- *Promotes continuity of instruction across the district; and*
- *Provides for Board adoption of the curriculum.*

This policy is similar in nature and content to the current Policy 8110. However, bold text has been included to highlight areas for the Board's consideration.

The Board of Education recognizes its responsibility for the development, assessment and improvement of the educational program of its schools. To this end, the Board is committed to establishing and maintaining a coordinated curriculum management process that:

- **Defines how the district's curriculum is developed and approved.**
- **Ensures that the curriculum is taught and tested.**
- **Provides for the ongoing review and evaluation of the curriculum.**

For purposes of this policy, "curriculum" means a series of planned instruction that is coordinated, articulated and implemented to result in achievement of specific knowledge and skills, and application of such knowledge and skills by all students.

Curriculum Development

The Board views a centralized curriculum articulated among and between grade levels as essential to an effective instructional program designed to meet the learning standards established by the state and the Board.

The Superintendent of Schools, in coordination with the **Assistant Superintendent for Instruction**, will be responsible for the development of a written curriculum designed to meet identified student needs. He/she will establish procedures for curriculum development that provides for the effective participation of administrators,

teaching staff, students, parents, other community members and members of the Board.

The curriculum will:

- **Comply with state mandates regarding course offerings and essential knowledge and skills.**
- **Focus on the content standards of each discipline and ensure that what students learn is rigorous, challenging and represents the most important learning for students.**
- **Provide sufficient flexibility to meet individual student needs at each stage of development.**
- **Reflect current research, best practices and technological advancements within each discipline.**
- **Promote congruence among the written, taught and assessed content.**

Curriculum Adoption

The Superintendent will present the written curriculum to the Board for its review and adoption annually. Prior to adoption, the Board will review the curriculum to ensure consistency with Board-adopted learning objectives. In addition, the Board will adopt instructional materials that support the adopted curriculum.

Curriculum Implementation

Implementation of the curriculum rests primarily with the teaching staff. In carrying out this responsibility, the teaching staff will work to ensure continuity between the written, taught and tested curriculum. The Building Principal will be responsible for the management of the implementation of the aligned curriculum at the building level. He/she will carry out this management function through activities including analyzing student assessment data; making classroom observations of teachers; and providing opportunities for teachers to discuss and share ideas and strategies. **The district's curriculum for each subject or course will be communicated to the teaching staff in a written curriculum guide developed annually by the Superintendent. Such guides will provide the necessary information to direct instruction and ensure continuity among and between grade levels. The guides will also include a description of the essential knowledge and skills for the course, instructional philosophy, appropriate sequence, and correlation of major resources. Curriculum guides will be made available to parents and community members upon request to promote understanding of district goals and objectives.**

Curriculum Review

The Board recognizes the need for and the value of a systematic, ongoing program of curriculum evaluation that includes collecting and analyzing data about student achievement. All aspects of the curriculum will be subjected to a searching and critical analysis in an attempt to improve students' learning and growth. Such a program is essential to evaluate program effectiveness in each content area and to make judgements about resource allocation. The Superintendent will develop guidelines to evaluate the instructional program to ensure its continued effectiveness. With prior Board approval, the Superintendent may conduct pilot programs deemed necessary to the continuing improvement of the instructional program.

The Superintendent will report their findings regarding the effectiveness of the instructional program to the Board periodically, and, if necessary, will recommend changes to the district's curriculum.

Ref:

Education Law §§1709(3); 1711(5)

Adoption date: