



Processes for Program Pilots and Curriculum Adoption

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Board Policy and Administrative Regulations

- **BP:** Board policy is a guide for action adopted by the Board to address a specific issue. Policies are statements of the district's priorities for its education, fiscal, and human resource programs. The policy tells what the Board wants done and why the Board wants it done.
- **AR:** Administrative Regulation is an implementation plan, that may tell how something is to be done, who is to do it, and when it is to be done. The Superintendent uses regulations to carry out the intentions expressed in policy.

The discussion:

- 6161.1 (both BP and AR, adopted April 3, 2014): Selection and Evaluation of Instructional Materials
- 6161.12 (AR, no BP) (new): Criteria for Programmatic Pilot Consideration

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6161.1 (both BP and AR): Selection and Evaluation of Instructional Materials

- Driven by the State
 - State approves and selects materials
 - Create checklist, rubric for assessment
 - District follows the process
 - Look at materials
 - Select items
 - Create review committee

6161.12 (AR, no BP) (new): Criteria for Programmatic Pilot Consideration

In absence of state adoption or to address an identified need

- No check list
- No preselected materials
- No formalized process for piloting and reviewing materials

No existing state or CSBA recommended policy

6161.12 (AR, no BP) (new): Criteria for Programmatic Pilot Consideration

Addresses the lack of formal process that involves the teachers, the Board and the greater community in adopting/piloting programs

Lesson learned from TTO: Need formalized process for evaluating the need to pilot any program that deviates from adopted curriculum but meets CA standards / law.

The question...

In the absence of a State framework, and with the need to address a curriculum/instruction deficiency

Q: How does the District respond?

A: Adopt a program which could include curriculum change

Lesson learned from TTO: Involve all stakeholders at the beginning

Case study: Health Connected pilot

Using both BP/AR 6161.1 (materials) and AR 6161.12 (pilot)

Context

- 2nd year of pilot in 5th and 8th grades
- 5th-grade parents have voiced concerns about the content of materials

Requirements and considerations

- Must teach 5th grade standards and be in compliance with AB 329
- State will not develop a framework until 2019-20

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Case study: Health Connected Using 6161.1 (selection, evaluation and adoption) and 6161.12 (piloting programs)- Overview

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    graph TD
      A[Spring 2017  
6161.12 (pilot)  
Create PARC] --> B[Summer 2017  
6161.12 (pilot)  
Recommendation]
      B --> C[Spring 2018  
6161.12 (pilot)  
Approval]
      C --> D[Fall 2018  
6161.1 (materials)  
Present curriculum]
      D --> E[Spring 2019  
6161.1 (materials)  
Pilot curriculum]
      E --> F[Spring 2019  
6161.12 (pilot)  
Data, review and  
recommendation]
      F --> G[2019 school year  
6161.1 (materials)  
Adopt curriculum]
  
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Health Connected- Step 1

AR 6161.12 (Pilots)

Create Pilot Assessment and Review Committee (PARC) -
teachers must comprise a majority

Explore options to meet AB 329- 5th grade standards

PARC develops:

Checklist, rubric, metrics for monitoring, timeline,
and

provides progress updates to Board of Trustees

Lesson learned from TTO: Public review process that involves all stakeholders.

Health Connected - Step 2

AR 6161.12 (Pilots)

Pilot Assessment and Review Committee

- Review appropriate materials
- Make recommendation to pilot 2 curriculums
- Seek formal approval from Board

Lesson learned from TTO: formalize review process and look at all options to address identified need.

Health Connected- Step 3

AR 6161.12 (Pilots)

Spring 2017

Approval - from Board of Trustees

Includes:

- Cost
- Timeline
- Materials
- Rubric for evaluation
- Size of pilot

Lesson learned from TTO: Seek formal approval of pilots that deviate from adopted curriculum, and identify size / sample of pilot

Health Connected - Step 4

6161.1 (Selection and Evaluation of Materials)

Fall 2018

- Present 2 curriculums
- 2 parent nights
- Gather feedback
- Teacher training (if needed)
- Board update about process
- Review and publicize opt out process
- Curriculum available at District Office

Lesson learned from TTO: use existing BP and AR, which mirrors state adoption process to allow parents to review curriculum

Health Connected - Step 5

6161.1 (Materials)

Spring 2019

- Pilot curriculums to meet requirements of AB329
- Gather teacher feedback
- Review data

Lesson learned from TTO: use existing BP and AR, which mirrors state adoption process to reviewing piloted curriculum while at the same time allowing teachers to provide substantive feedback

Health Connected - Step 6

6161.12 (Pilots)

PARC reconvenes to:

- Score curriculum
- Review and receive feedback from DAC and DELAC
- Provide recommendation to Board

Lesson learned from TTO: Create a formalized public review process that has an objective set of measures from the beginning. This information is communicated prior to the start of the pilot and allows the Board of Trustees to gather objective data from all stakeholders

Health Connected - Step 7

Spring / Summer 2019

- Implement Adopted curriculum
- Provide initial and ongoing teacher training
- Conduct an After Action Review of total processes with possible adjustments to AR 6161.12

Case study: Health Connected Using 6161.1 (selection, evaluation and adoption) and 6161.12 (piloting programs)- Overview

