

### **Establishing, Evaluating, and Improving the Instructional Program**

1. The principal and other administrators shall be responsible for the implementation of district-approved instructional programs within each building.
2. Curriculum leadership shall be provided, as determined by the superintendent, by district coordinators, district-level department chair secondary school department chair, intermediate and primary level chair in the elementary schools, and designated elementary building subject matter coordinators.
3. Curriculum committees may be established to assist the superintendent and other administrators in the process of evaluating and improving instruction. Any such committee shall perform specific, identified functions and shall be broadly representative of the group(s) involved in a curricular decision.
4. Committees shall follow these basic guidelines for committee action involving program development, improvement, or change:
  - a. Committees or individuals proposing or initiating development or changes in instruction or curriculum should consult at an early time with representatives of those groups involved in or influenced by the proposal.
  - b. Initiators should study carefully the operational feasibility of any proposal, including its relationships to other parts of the total school program.
  - c. Any suggested major change should be planned far enough in advance to give decision-making parties sufficient time for study and consultation.
  - d. Individuals proposing development or changes in instruction or curriculum should recognize the delegation and designation of authority for taking such action.
  - e. All individuals involved should encourage an atmosphere of trust and sharing so that district staff members may operate in an environment conducive to growth and change.
5. Study of the district's instructional program shall be continuous, with changes based on evidence of student and community needs. A planned program of evaluation of the program is maintained, and periodic reports concerning the program are made to the Board. Available research is considered in making decisions about curriculum organization, content, and instructional procedures.
6. Pilot programs to test promising instructional techniques or revised curriculum are encouraged.
7. Development and improvement of the instructional program shall be accomplished by utilizing the district personnel and consultants, whenever possible.