

Content Areas Basics

- **All curricular areas should have a natural rotation of class offerings established. Not every class should be offered each year.**
- **A staff member should own every term of every course. It is their professional obligation to be totally responsible for the setup and updating of it.**
- **The goal of all instruction should be teaching for retention. It doesn't matter how far you get, it matters what students remember.**
- **Book series are not curriculum. They are reference sources.**
- **Technology and videos should be used for efficiency in small time frames for remediation, not as filler. All videos should have an assessment piece with them.**
- **All courses for each term have a syllabus and final exam developed prior to teaching them.**
- **All elective classes should state in the syllabus how they enhance the core curriculum.**
- **Each department should have a well-designed scope and sequence of classes that will ensure proficiency when students pass the designed courses.**
- **Required classes should be the same for all students - no remedial or honors classes.**
- **Junior and senior classes should have developed in a proficiency and non-proficient tracking system.**
- **Gifted students are moved up to the next level, not stagnated or off on a different track.**
- **Classes should be determined to be state testing preparation level or ACT preparation level. Teachers should know if their warm-up board work should be sample ACT or sample MEAP questions.**
- **Departmental meetings should be encouraged to work on variety of instruction and retention strategies being shared.**
- **All reading assignments have an assessment piece with them to work on reading comprehension in all classes.**
- **No writing assignments will be accepted by the teacher if the penmanship is poor and or has numerous grammatical errors.**