

Update: Curriculum Review Committee

FLORIDA CAREER AND PROFESSIONAL ACADEMIES JOINT IMPLEMENTATION TEAM

The first meeting of the Curriculum Review Committee was held on Tuesday, August 28, 2007, at Santa Fe Community College in Gainesville, Florida. Fifteen were in attendance with participation from 12 of the 13-member committee as provided for in SB 1232. Dr. Frank Fuller and Pam Smith serve as the committee co-chairs. The committee discussed and outlined first draft thoughts and checkpoints for an electronic submission and review of newly proposed core courses for entry into the Course Code Directory within 60 days. A second meeting was scheduled for September 7, 2007.

The second meeting of the Curriculum Review Committee was held on Friday, September 7, 2007, at the Central Florida Community College Ocala campus. Eighteen were in attendance with participation from 12 of the 13-member committee. The committee reviewed and discussed the differences in how courses were submitted and reviewed for approval in the past and how that process has been improved with an electronic process to be implemented this fall. Keith (Jr) Sheets from the Office of Articulation at the Department of Education demonstrated via web link an example of how the electronic process would operate. This process was developed through the Florida Center for Research in Science, Technology, Engineering, and Mathematics (FCR-STEM) project from Florida State University for the Office of Math and Science and will include all curriculum areas. This process will allow for opportunities to customize the template with pre-populated fields and checkpoints in making sure proposed core courses meet acceptable levels of rigor and alignment with the Sunshine State Standards. The Curriculum Review Committee recommended initial criteria for the electronic template fields to be included in this process and will assume a policy role in this process.

Currently and until the full electronic system is operational, the review process will be as follows:

- Courses are submitted to the Office of Articulation at the Department of Education (Keith Sheets, Jr)
- Courses are reviewed by Curriculum and/or Workforce Specialist and other assigned personnel to review Course Description, Level, Core/Elective, and recommend teacher certification levels. A report will be developed for submittal along with new course descriptions to the Curriculum Review Committee. The Office of Math and Science as well as Just Read are also included to fulfill the requirement that all course descriptions must include reading/writing/mathematics elements (benchmarks).
- The Curriculum Review Committee will conduct an additional review along with DOE report and votes to approve or disprove wanted core course
- The approved course and course description are added to the Course Code Directory and online resource-holder

The three-step process for the electronic submission of proposed core courses once the online system is operational includes:

- District electronic submission of proposed core courses to Keith Sheets in the Office of Articulation
- Electronic Submission of Courses:
 - a) If the course submitted for consideration meets the checkpoints included in the electronic template then the course is sent electronically to internal and external

curriculum content specialists including the Office of Math and Science and Just Read.

b) If the course submitted for consideration does not fulfill one of the checkpoints/requirements in the electronic template, the submission will immediately trigger an automatic response to the submitter with an explanation for correction or resubmission.

- Electronic Review for Approval:

a) Electronically approved core course are reviewed by internal and external content specialists. If approved by a two-thirds majority of each class of reviewers then the course is entered into the course code directory. The three external content specialists will be selected by the three assistant superintendents for curriculum and instruction serving on the committee. Integrated and combined course submissions may include additional content specialists as determined by the assistant superintendents. The Curriculum Review Committee will be notified of new approved core courses.

b) Districts will be electronically notified of proposed core courses that do not meet the criteria established by the Curriculum Review Committee. Districts will also be able to submit appeals electronically.

Included in this process will be the Educator Certification Office, State University System (SUS), Agency of Workforce Innovation, and Bright Futures Scholarship Program. For example, the Curriculum Review Committee recommended that information be coded/included with the course indicating whether or not the proposed core course meets State University System (SUS) admission requirements or will result in an industry credential.

Issues to be addressed by committee:

- Discussion with the certification office regarding requirements of the No Child Left Behind Act for highly qualified teachers teaching core courses
- Interpretation of SB1232 (legislative intent) All core courses or just those from career and academic academies
- Timeline for future FCR-STEM/DOE electronic submission system
- Effects on Major Areas of Interest (MAI) when a Vocational course becomes a core
- Implementation topics (incoming 9th graders)

Next steps:

- The content area specialists will meet in September 2007 to discuss the updated process and their role in reviewing proposed courses by the current process described above.
- Dr. Frank Fuller, Director of the Okaloosa Applied Technology Center will submit three courses in September 2007 to test the current process.
- The Curriculum Review Committee will work via conference call to outline and refine the process after the first trial using the three courses submitted by Dr. Fuller. An electronic appeals process will also be included in the discussion. Additionally, data elements will be noted and reflected during the building of the online system.
- This process will be submitted to the State Board of Education for consideration in October 2007.
- As new Sunshine State Standards are adopted and phased-into the electronic process, districts will be able to electronically select from current course descriptions to create new combined and integrated courses for submission as core. This will occur when the new system is completed.