

CURRICULUM GUIDES AND COURSE OUTLINES

Curriculum guides shall be provided for the various subject areas. These guides shall present at least a minimal outline for instruction and a basis for further development of the particular course and relate to the area and district goals identified during needs assessment procedures.

In instances where state curriculum guides are mandated, they shall be followed. In all other situations, the Deerfield Community Schools will develop their own courses of study, as reflected by the needs of the local situation. The guides shall be designed to assist all users in strengthening and in clarifying their philosophy regarding the teaching of a subject, and will when possible, suggest a variety of possibilities for instruction, patterns of individualization, variations of approaches and materials.

1. Development of Guides:

- a. Curriculum guides are best developed by the staff and teachers who are to use them.
- b. Where entire staff participation is not feasible, a system of representatives of staff and/or departments concerned shall form system-wide committees for study, creation, and revision of any particular guide.
- c. When work is completed on the guide and committee responsible for its development shall present it to the group of general chairmen, principals, and district administrator who in turn will present it to the Board of Education.

2. Use of Guides:

- a. Curriculum guides are to serve as a framework from which a teacher will develop units of study, individual lesson plans, and approaches to instruction which will serve the pupil's particular needs at a particular time. The guides shall be used to map the logical sequence of instruction. The principal shall see that optimum use is made of all available curriculum guides.
- b. In subjects where sequence is important, such as mathematics, teachers shall be expected to adhere to the guide. In subjects where sequential learning is less important, the teacher may be given a greater degree of freedom in respect to sequence.
- c. In all cases, sufficient latitude shall be permitted to provide the teacher with time to teach the current, topical and incidental which add to motivation and meaningful teaching and learning.