

## CURRICULUM DEVELOPMENT REGULATIONS

### I. Oversight Responsibility

The Superintendent of Schools is responsible for establishing the means whereby the curriculum employed in the Berlin Central School District is reviewed and developed. The Superintendent shall recommend to the Board of Education whatever curricular changes she/he determines, after due consultation with appropriate staff, are needed.

### II. Elements of Curriculum Review and Development

The process of curriculum development to be followed in the Berlin Central School District shall comprise three elements: initiation, review, and implementation.

### III. Initiation

A. Curriculum development initiatives may be suggested by staff, pupils, parents, members of the community, or the Board of Education. To the extent curriculum development is addressed by collective bargaining agreements, such agreements shall govern. Otherwise such suggestions shall be made as follows:

#### To

Pupils	Principal
Parents or Community Members	Principals; District-wide curriculum personnel; Superintendent of Schools
Teachers	Principals; Supervisors; District-wide curriculum personnel
Administrators	Superintendent of Schools
Board of Education	Superintendent of Schools

B. Suggestions for curriculum development shall be forwarded promptly to the Superintendent. Any such suggestions shall be in writing, shall explain the justification for the request, and shall include sufficient detail to make due consideration of the request feasible.

C. The Superintendent shall inform the Board of Education of any proposal she/he receives that would require substantial allocation of funds, or that she/he considers to be controversial, in order to elicit direction from the Board in proceeding.

#### IV. Review

Subject to applicable collective bargaining agreements, suggestions for curriculum shall be reviewed as follows:

A. Upon receipt of a proposed curriculum development project, the Superintendent shall:

- i. refer the proposal to a curriculum review committee established pursuant to the collective bargaining agreement with the Berlin Teachers Association; and
- ii. Review and act upon the recommendation of the committee.

B. The Superintendent shall be responsible for recommending a course of action to the Board of Education, which shall include plans for implementation and evaluation of what has been developed.

#### V. Board of Education Role

The Board of Education is recognized to have the authority under the Education Law to adopt or reject the Superintendent's proposal, or to return it for further study and revision.