# CONTINUOUS IMPROVEMENT PLAYBOOK FOR
# CURRICULUM IMPLEMENTATION

To address districts' requests for a streamlined framing of the key actions recommended for each academic year to have high-quality instructional resource (HQIR) implementation lead to continuous improvements in teaching and learning, the Kentucky Department of Education (KDE) has developed the "Continuous Improvement Playbook for Curriculum Development." Below is a sequence of steps with links to associated resources for ease of access. While this work is more complex and dynamic than these steps might indicate, the simplicity here can make how to proceed more clear. Where additional detail is needed, it is available in the accompanying tools.

| 1 | Use the **Curriculum Implementation Framework** to determine which stage the district is in and what work would be next within that stage. <br> • Begin with Launch and work through the responsibilities "diagnostically" to determine which have been fully, partially or not yet addressed. When a point is reached where most responsibilities have not yet been fully addressed, this can indicate the current stage of implementation and where a district is within it. <br> • Note key responsibilities not fully addressed from a prior stage and prioritize which may be most important to include alongside the current scope of work. |
|---|---|
| 2 | Crosscheck the identified implementation stage from the Curriculum Implementation Framework to the corresponding professional learning outlined for the stage in the **Curriculum-Based Professional Learning (CBPL) Guidance Document** in order to determine the associated professional learning. |
| 3 | Set implementation goals (typically 3-4) for the upcoming year based on findings from the Curriculum Implementation Framework and CBPL Guidance Document while also factoring in needs from local data. <br> • Curriculum Development Process Tools: **Setting Implementation Goals Template**, **Sample Implementation Goals** |

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**4**

Create a monitoring plan aligned to the implementation goals.
- Curriculum Development Process Tool: **Monitoring Plan Template**

**5**

Create a professional learning plan for the upcoming year that addresses identified educator needs, including both leaders and teachers.
- Curriculum Development Process Tool: **Professional Learning Plan Template**

**6**

Provide professional learning aligned to implementation goals and the monitoring plan.

**7**

Monitor implementation and gather data tightly aligned to implementation goals.
- CBPL Guidance Document Tools: **Learning Walks Protocol**, Instructional Practice Guides (**Math**, **Reading & Writing**, **Science**)

**8**

Conduct formal step-backs (quarterly, end-of-year) to assess and celebrate progress and to determine next steps, which could include potential adjustments to the implementation goals, monitoring plan and/or professional learning plan.
- Curriculum Development Process Tools: **Quarterly Step-back Agenda**, **End-of-Year Step-back Agenda**

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