

## **CURRICULUM DEVELOPMENT AND ADOPTION PROCESS**

The following procedure shall be used to adopt, review, revise or delete Brunswick School Department curriculum:

A. The Curriculum Committee is charged with reviewing and recommending all curriculum/curriculum changes to be considered by the Board.

1. Individual Board members, other standing committees, the Superintendent, or other interested party should submit curriculum suggestions and concerns to the Curriculum Committee.
2. The Curriculum Committee shall have the responsibility to present, bring forth or review each suggestion as appropriate and make recommendations to the entire Board.

Any Brunswick School Board member may request that consideration of the adoption, revision, or deletion of curriculum be placed on the agenda of any regular meeting of the Curriculum Committee. If the Committee, after having had full opportunity to consider the member's submitted suggestion, fails to recommend action satisfactory to the member, then that member may place that suggestion on the agenda of a meeting of the entire Board. A majority vote of the Board would result in the item addressed going through the curriculum adoption process.

3. At an appropriate stage in the process, the Curriculum Committee may consult with teachers regarding any proposed new or changed curriculum.
  4. The Curriculum Committee may also discuss the proposal with other groups affected by the curriculum.
- B. Upon recommendation by the Curriculum Committee, all proposed curriculum, or the revision or deletion of existing curriculum, shall be placed on the agenda of a regular Board meeting. Board members shall receive the proposed curriculum and recommendations in advance of the meeting date, by electronic means to the extent possible. Discussion of the substance of the curriculum may take place, and a formal vote to approve the proposed curriculum shall be held. Any proposed changes to curriculum arising from discussion shall be referred back to the Curriculum Committee for resolution.
- D. Immediately upon approval, curriculum/revisions/deletions shall be disseminated. Curriculum deleted and changed shall be recalled.

*Cross Reference: School Board Curriculum Process*  
*Outcome: second read 10/09 by School Board: failed 10/14/09*  
*Adopted: 4/13/11*