



**MEETING DATE:**

December 5, 2012, 3:00 p.m.

**AGENDA ITEM:**

D.1. Curriculum and Program  
Development

**SUBJECT:** A regular report from the Program Manager of Curriculum and Program Development for the Office of College, Career & Technical Education for the period September 18 through November 27, 2012.

**Site visits/Annual site reviews**

As of November, 27, the Curriculum and Program Development (CPD) team has visited and observed instruction in all Career Technical Education classrooms at least one time. (222 teachers, 64 sites, 20,892 students served this semester)

CCTE management team has been meeting with all high school principals to plan for the 2013-14 school year. The manager of CPD assists with the development and maintenance of pathways, course sequences and specialized programs. CCTE has been approached by an additional charter school to offer a CTE pathway in 2013-14.

**Curriculum**

UC "a-g" submission writing days occurred on October 22 and 23, 2012. 7 teachers worked on 7 courses that will be submitted to the UC system in February for "a-g" admissions recognition.

Curriculum development addressing new Common Core State Standards has started based on the work of Larry Ainsworth and his Rigorous Curriculum Design method. A representative from the CPD team is helping develop units of instruction for high school English Language Arts and another member is available to develop units in math.

End of Course Exam pre-assessments were administered in November to all students enrolled in advanced level courses to inform instruction. Data from the assessments is now being reviewed by the CPD team.

All teachers of advanced level courses must submit a Continuing Course Proposal this week to the CPD team. This proposal includes a review of curriculum by industry professionals, course instructional supply and equipment requests and a full review of course performance. Management uses this information to plan and budget for the 2013-14 school year.

**Programs**

The CPD team hosted Southern California's California Partnership Academy Lighthouse meeting for all academy coordinators in October. Jerry Winthrop, CDE Lead Consultant, presented performance results of the CPA program statewide.

**Professional Development for Teachers**

Work continues on standardizing all curriculum and assessments in CTE classes.

Industry specific professional development has been planned for all CTE teachers. This year over 600 hours of professional development, related to curriculum, instruction and assessment, will be offered to Career Technical Education teachers.

**Leadership Development**

CCTE representatives are members of the District Leadership Implementation Team. This team has been tasked with implementing the district's strategic plan.

The director of CCTE has been hosting a leadership development forum based on the work of Peter Northouse. All members of the CPD team have already participated or will participate before the end of the school year.