

**PASADENA UNIFIED SCHOOL DISTRICT
CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT (CIPD)
2019-20 ANNUAL PLAN**

<p>Department</p>	<p>Curriculum, Instruction and Professional Development</p>
<p>DEPARTMENT STATEMENT OF PURPOSE</p> <p><i>Insert statement describing what your Division does and its purpose</i></p>	<p style="text-align: center;">CIPD: Statement of Purpose</p> <p>The Pasadena Unified School District’s Curriculum, Instruction and Professional Development department is driven by a commitment to prepare our students for college and career opportunities. We support student success by developing and refining curriculum, in conjunction with providing professional growth opportunities to our staff to ensure quality instruction for every child.</p>
<p>DEPARTMENT THEORY OF ACTION (TOA)</p> <p><i>Your TOA provides a road map for what needs to happen and what Division needs to do to achieve desired outcome(s) for students. Can be an IF...AND...THEN statement.</i></p>	<p style="text-align: center;">CIPD: Theory of Action</p> <p>IF we invest heavily in the professional development of our educators,</p> <p>AND provide relevant, high quality, standards-aligned curriculum,</p> <p>AND communicate the purpose and value of student-centered instructional practices,</p> <p>AND establish structures for consistent training with guaranteed, job-embedded support throughout the school year,</p> <p>AND keep students as the central driver for our instructional decisions,</p> <p>THEN principals will be able to establish and protect instructional integrity for teachers who are equipped to design and implement instruction that allows students to thrive academically.</p>
<p>LIST OF SERVICES</p>	<ul style="list-style-type: none"> ● Provide Board-approved curriculum for core subjects (general and DLIP) ● Provide instructional support documents, tools, resources, materials and support sufficiency ● Coordinate and facilitate training in priority academic initiatives for all core subjects (includes initial & ongoing) ● Provide capacity building for teachers & leaders as related to academic goals ● Conduct District Wide Professional Days for all certificated & classified employees ● Align district assessment and progress monitoring for core subjects ● Articulate and align core curricular, instructional & training needs across academic departments to serve all students (i.e. LADD, Special Education, GATE, DLIP, IB, etc.) ● Maintain course coherence between schools, ITS and Academics (codes, UC a-g approval, policy compliance, etc.) ● Manage Math Placement policy and procedures (assessment & data) ● Coordinate and implement specialized support programs including Health,

	<p>Math Academy, Arts, GATE & Magnet Schools</p>
<p>DEPARTMENT ORGANIZATIONAL CHART</p>	<p>Administrators Helen Hill - Director Nadirah Nayo - Coordinator, Curriculum, Instruction & Professional Development Karen Anderson - Coordinator, Arts & Enrichment Programs Shannon Mumolo - Coordinator, Magnet Programs</p> <p>Curriculum Specialists Jodi Marchesso - TOSA II, STEM Specialist K-12 Carmela Ching - TOSA II, Elementary Literacy & DLIP Specialist Jose Ortega - TOSA II, Secondary Literacy & DLIP Specialist</p> <p>Math Academy Teachers Christopher Anderson - McKinley MS & Prep Program (Jackson, Madison, Washington ESs) Kyle Chapman - McKinley MS & Washington MS Hiren Maharaj - Pasadena HS Dylan Rupel - Sierra Madre MS</p> <p>Clerical Sherry Joiner - Senior Clerk Typist</p>
<p>DEPARTMENT CONTACT</p>	<p>Helen Hill</p>
<p>TELEPHONE/E-MAIL</p>	<p>626-396-3600 x88206 hill.helen@pusd.us</p>

2019-20 DEPARTMENT GOALS

1. Department Goals (Outcomes) 2019-20 (B) <i>What outcomes do you want to see? For who?</i> <i>Are they aligned to Strategic, LCAP, other plans?</i>	Metrics (C) <i>How will you measure impact?</i>	Targets (D) <i>Include baseline level, if available</i>
By May 2020, Curriculum for core subjects and related tools will be current and aligned to CA Standards and the PUSD Instructional Framework. Social Studies will be updated for K-5. [LCAP Goal 2]	Completion of Scope & Sequence; Completion of Instructional Framework	100% completion ELA, Math & Science Update of K-5 Social Studies
By May 2020, Teachers will be trained and supported in the core practices of the PUSD Instructional Framework and PUSD Curriculum, as applicable to subject area and role. Training will increase skill and knowledge of teachers to provide research-based instruction to students. [LCAP Goal 2]	PD offerings & attendance in pull-out workshops; Survey responses following workshops.	100% of ELA, Math & Science teachers provided centralized trainings: Institute & Unit Planning dates
By May 2020, Data chat cycles will be utilized at school sites to guide instructional planning and design. Instructional Coaches will be trained in data analysis to guide coaching cycles and lesson design with teachers. [LCAP Goal 1]	Attendance at Data Analysis Coaching Cycle training; Number of data chat cycles at school sites	9 dates of training; 3 rounds of coaching cycle and related data chats
By May 2020, Equity in student demographics in the Pasadena USD Math Academy and higher level math courses will be addressed with refinement of structures, processes and supports. [LCAP Goal 1]	Student participation and growth in 5th grade Prep Program at targeted schools	7-10% of 5th graders participating for full year of Prep Program

2. Department Actions for 2019-20(E) <i>What will we do in 19-20 to achieve our goals and meet our targets?</i>	<i>Will this take additional resources to do in 19-20? Yes/No</i>
Train all elementary teachers in multiple areas: Writing Units of Study (Balanced Literacy), Phonics Units of Study, Ready Classroom Math.	No, subs included in current budget
Train all secondary ELA teachers in five cohorts: Writing Units of Study & Reading Units of Study, High School, and ERWC.	No, subs included in current budget
Through training and curriculum development, align secondary ELD & DLIP instruction to ELA learning outcomes.	No, subs will be funded by LADD
Train all secondary science teachers in NGSS aligned curriculum.	No, subs included in current budget
Train all secondary Physics and Integrated Math I teachers in collaborative setting to ensure alignment of “Physics first” transition for 9th grade.	No, subs included in current budget
Coordinate coaching cycles for individual schools to support literacy, math data use.	Yes, subs for schools that opt to provide roving release
Build capacity of site-based instructional coaches & administrators in instructional leadership, via district specialists’ coaching cycle support.	No
In collaboration with LADD, build capacity of site-based instructional coaches & administrators in data analysis for instructional improvement, via data chat training cycle.	No, training combined with LADD
In collaboration with Health programs, support middle and high school teachers with job-embedded coaching for implementation of Health curriculum.	Yes, salary for .25 - .50 FTE Health Specialist
In collaboration with SS department leads / chairs, and Pilot Team will	No, subs and

CIPD 19-20 ANNUAL PLAN

develop curriculum for SS aligned with current CA Framework.	supplemental pay included in current budget
Provide comprehensive Summer Institute training and planning for core subjects.	No, supplemental pay included in current budget.

