Sample Scope and Sequence of Professional Learning Engagement

Curriculum or Content Area	English Language Arts
Type of Professional Learning	Adoption
Total Cost Range[1]	☑ Less than $50,000 ☐ $500,001 - $1,000,000 ☐ $50,000 - $100,000 ☐ $1,000,000+ ☐ $100,001 - $500,000
District Context	Under 10,000 students in a rural school district with 50 ELA teachers K-5, 12 school/district leaders **Overall Goal:** Guide districts through a strategic and research-based approach to selecting high-quality instructional materials (HQIM) based on local context and needs.

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[1] Includes any travel related expenses, etc.

Timing	Participants	Name of PL and format	Description
3- 4 Months Before Selection	School/District Leaders, Instructional Coaches, Teacher Leaders	**Preparation & Stakeholder Engagement** (Hybrid) Establish a structured adoption process with diverse stakeholder involvement.	**Stakeholder Engagement & Committee Formation** ○ Identify and engage diverse stakeholders, including teachers, administrators, parents, and community members. ○ Develop a **communications plan** to ensure transparency and stakeholder involvement. **District & School Needs Assessment** ○ Conduct a **data-driven instructional needs analysis** using student achievement data, teacher surveys, and classroom observations. ○ Identify **curriculum priorities and non-negotiables**, considering district goals, standards alignment, and instructional gaps. **Adoption Timeline & Process Development** ○ Establish a **clear timeline** for material review, vendor presentations, committee evaluations, and final selection. ○ Review **budget constraints, technology needs, and implementation support structures**.

1-2 Months Before Selection	School/District Leaders, Instructional Coaches, Teacher Leaders and ELA Teachers	**Building Knowledge & Exploration** (Hybrid) Develop a shared understanding of HQIM quality indicators and research-based selection criteria.	**Professional Learning on HQIM & Instructional Shifts** - Train committee members using resources like **EdReports, Achieve the Core's IMET, and Kentucky's Model Curriculum Framework**. - Facilitate discussions around the **three ELA instructional shifts**: **Building knowledge through content-rich texts** **Grounding reading, writing, and speaking in evidence** **Regular practice with complex texts and academic vocabulary** **Curriculum Landscape Exploration** - Review **nationally recognized, high-quality ELA curricula** (e.g., **EL Education, myPerspectives, CKLA**). - Guide committee members in evaluating sample lessons to assess standards alignment and instructional usability. **Selection Criteria & Rubrics Development** - Customize a **district-specific evaluation rubric** based on instructional priorities, student demographics, and equity considerations. - Align selection criteria with the selected HQIM rubric (i.e., state-specific - **Kentucky HQIM Rubric and/or EdReports ratings**).

1–2 Months Before Selection	School/District Leaders, Instructional Coaches, Teacher Leaders, and ELA Teachers	**Curriculum Evaluation & Selection** (Hybrid) Conduct a transparent, research-based selection process with educator buy-in.	**HQIM Vendor Presentations & Sample Lesson Walkthroughs** ○ Coordinate presentations from **selected curriculum providers** based on committee reviews. ○ Facilitate **teacher-led pilot lessons** using sample materials to assess usability, engagement, and student response. **Comparative Evaluation & Consensus Building** ○ Guide curriculum committees in analyzing curriculum strengths, weaknesses, and alignment to **district vision and student needs**. ○ Facilitate **stakeholder discussions** and data-driven decision-making processes. **Final Selection & Board Approval Process** ○ Support districts in preparing **adoption recommendations** for school boards and district leaders. ○ Develop a **rollout plan** that includes **professional learning, implementation supports, and coaching structures**.
1–2 Months Before School Year	School/District Leaders, Instructional Coaches, Teacher Leaders	**Pre-Implementation Planning** (In-person)	**Leadership & Administrator Training** ○ Equip school and district leaders with **HQIM-aligned instructional observation tools** and feedback strategies.

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		Prepare district and school leaders for successful HQIM implementation through structured professional learning.	○ Develop **implementation monitoring plans** for tracking curriculum usage and teacher needs. **Teacher Professional Learning & Curriculum Internalization** ○ Facilitate **HQIM deep-dive training sessions** to familiarize teachers with unit structures, assessment design, and instructional supports. ○ Establish **Professional Learning Communities (PLCs)** to support collaborative curriculum study and lesson internalization. **Finalizing Implementation Supports** ○ Confirm **technology, materials distribution, and scheduling needs** for curriculum rollout. ○ Establish ongoing **coaching, mentoring, and feedback loops** to ensure strong initial implementation.	