**Teacher Equivalent Day**

**(Groups other than ELA, Math, and Social Studies)**

**-Overview-**

During our Teacher Equivalent Time you will work in assigned teams to:

* Ensure that Knox County Curriculum for all levels is Guaranteed and Viable as set forth by Kentucky Statute through ensuring Critical Standards are identified and covered in the pacing of your syllabus and instructional units.
* Ensure that Instructional Units with identified Critical Standards match your Syllabi.
* Ensure that Common Unit Assessment items match intended critical standards. (Critical standards must be assessed by critical questions.)

These FOUR areas will be monitored for completion with the use of the \*three checklists on the following pages.

1. Curriculum/Syllabus Work (All Year)
2. Curriculum Pacing Timeline Calendar (First 9 weeks)
3. Instructional Units (First 9 Weeks)
4. Unit Assessments (First 9 Weeks)

\*Each checklist will be turned in as you complete it with your team to your Group Leader, who will make sure that the Syllabi, Instructional Units, and Common Unit assessments are correctly electronically submitted.

2

**Curriculum Syllabus Work**

Things you will need:

* Lap top or desk top computer. NO CHROMEBOOKS or iPADs. (compatibility issues)
* Curriculum Place Mats (Use the following link where no placemats exist on the TE Day site.) <https://education.ky.gov/curriculum/standards/kyacadstand/Pages/CourseStandards.aspx>
* KPREP BLUEPRINT, ACT BLUEPRINT, EOC BLUEPRINT, KOSSA BLUEPRINT, etc…
* Highlighters (Light colored crayon, electronic highlighter… etc)
* Access to Assigned Team Syllabus
* Access to Assigned Team Instructional Units
* Access to “Where Do We Start? A Guide for Beginning Discussion and Identifying Critical Standards.”
* Step 1:
1. As a team, use resources above to identify CRITICAL STANDARDS for your Syllabus and Instructional Units. (Typically 1-4 Critical Standards depending on the length and depth of your unit.)
2. Highlight your Curriculum Place Mat to ensure the identified CRITICAL STANDARDS are covered in Syllabus pacing from the topics in instructional units.
* Revise Syllabus to include any needed topics from missing standards.
* Step 2: Ensure Pacing closely mirrors weighting of assessed Critical Standards on the KPREP BLUEPRINT, ACT BLUEPRINT, EOC BLUEPRINT, KOSSA BLUEPRINT, etc… for your assigned Team.

(K-2 Use 3rd grade blueprint weighting for reading and math)

(K-3 Use 4rd grade blueprint weighting for science)

(5-6 Use 7th grade blueprint weighting for science)

* Revise Syllabus to reflect any needed changes in pacing.
* Step 3: Submit Revised Syllabus to designated web address from Frank Shelton.
* Step 4: Include Team signatures on this form ensuring your team agrees this quality Syllabi and Submit to your Group Lead.

GRADE LEVEL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ CONTENT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member signatures:

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\*\*CONTINUE TO INSTRUCTIONAL UNIT WORK

5 and 6

**Instructional Unit Work**

Things you will need:

* Lap top or desk top computer. NO CHROMEBOOKS or iPADs. (compatibility issues)
* Curriculum Place Mats(Use the following link where no placemats exist on the TE Day site.) <https://education.ky.gov/curriculum/standards/kyacadstand/Pages/CourseStandards.aspx>
* KPREP BLUEPRINT, ACT BLUEPRINT, EOC BLUEPRINT, KOSSA BLUEPRINT, etc…
* Access to Assigned Team Newly Revised Syllabus
* Access to Assigned Team Instructional Units
* Step 1: Revise Instructional Units to indicate Critical Standards and match Syllabus Pacing.
* Step 2: Create any omitted Instructional Units cooperatively with your team. (DO NOT DIVIDE UNITS AMONG TEAM MEMBERS)
* Step 3: Submit ALL Instructional Units revised, or not to designated web address from Frank Shelton.
* Step 4: Include Team signatures on this form ensuring your team agrees these are quality Instructional Units and Submit to your Group Lead.

GRADE LEVEL: \_\_\_\_\_\_\_\_CONTENT:\_\_\_\_\_\_\_\_\_\_ UNIT #:\_\_\_\_\_\_\_\_\_\_

Team Member signatures:

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\*\*CONTINUE TO COMMON UNIT ASSESSMENT WORK

5 and 6

District Common Unit Assessment Work

Things you will need:

* Lap top or desk top computer. NO CHROMEBOOKS or iPADs. (compatibility issues)
* Access to Assigned Team Newly Revised Syllabus
* Access to Assigned Team revised Instructional Units
* KPREP BLUEPRINT, ACT BLUEPRINT, EOC BLUEPRINT, KOSSA BLUEPRINT, etc…
* Access to District Common Unit Assessments already in GradeCam
* Step 1: Revise District Common Assessments to match Instructional Units, Syllabi pacing, and Blueprint weighting from the Critical Standards with NO MORE than 25 Questions and or prompts.
* Step 2: Ensure every question is assigned **a** standard. (DO NOT list all standards for the unit for each question.)
* Step 3: Ensure the Unit Assessment Rubric is attached.
* Step 4: Ensure the Answer Key matches the assessment and is attached.
* Step 5: Upload ALL District Common Assessments, rubrics, and answer keys through the District Assessment link provided by Mr. Frank Shelton.
* Step 6: Include Team signatures on this form ensuring your team agrees these are quality Common Unit Assessments and Submit to your Group Lead.

GRADE LEVEL: \_\_\_\_\_\_\_\_CONTENT:\_\_\_\_\_\_\_\_\_\_ UNIT #:\_\_\_\_\_\_\_\_\_\_

Team Member signatures:

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5 and 6