## New Prague Area Schools Request for Curriculum Writing

This form must be completed and turned into the Curriculum and Assessment Director by May 17<sup>th</sup>

	Participants/Hours Requested Per Person	
	Grade Level/Course:	Total hours: Curriculum Cycle Year:
	Date of Last Revision:	
	School Location in which writing will be done: Date(s):	Time (s):
1.	Why is this curriculum writing needed?	
2.	What is the curriculum product that will be develor assessments, mapping) Explain in detail.	oped? (e.g., I can statements, common
3.	. How will the final product align with state standards, relate to building level work, integrate technology and Literacy, and incorporate common assessments?	
4.	What is the plan for implementation and evaluation teachers, monitoring implementation)	n? (e.g., staff development, meeting with

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5.	Is all the equipment needed to teach the curriculum, including the software, available and accessible?
6.	List materials needed to implement the curriculum (e.g., software, hardware, textbooks). Funding of the materials must be approved via appropriate process prior to curriculum writing.
	Anticipated completion date:
	Circle One: Approved Denied  Total Hours  Comments:
	Principal's Signature:Date:
	Curriculum and Assessment Director: Date: