

CURRICULUM WORKING GROUPS

KINDERGARTEN TO GRADE 12 (K–12) PROVINCIAL CURRICULUM DEVELOPMENT

TERMS OF REFERENCE

PURPOSE

Curriculum Working Group members will work with Alberta Education staff in writing the draft K–12 programs of study in accordance with *The Guiding Framework for the Design and Development of Future Kindergarten to Grade 12 Provincial Curriculum (2016)*.

The Terms of Reference apply to all Curriculum Working Groups, with specific subject and grade grouping needs for each.

OBJECTIVE

To develop draft K–12 Provincial Curriculum (Programs of Study) in the six subject areas of Language Arts (English, Français, and French), Mathematics, Social Studies, Sciences, Arts (Dance, Drama, Music, and Art), and Wellness Education (Health and Physical Education and High School Life Planning), including subject introductions, scope and sequences, and learning outcomes for Alberta Education’s consideration.

RESPONSIBILITIES

All working group members will:

- contribute to developing draft subject-specific introductions;
- contribute to developing draft subject-specific K–12 scope and sequences;
- contribute to developing draft learning outcomes that bring together subject conceptual and procedural knowledge, competencies and literacy and numeracy;
- work with their subject and grade grouping, while also collaborating with other subjects and grades, to form a synchronized introduction and draft K–12 scope and sequence for the selected six subjects;
- participate in orientation sessions on the various components guiding curriculum development, including the Curriculum Development Management Application (CDMA);
- attend and participate in all face-to-face working sessions;
- arrive prepared to engage throughout meetings, including reading preparation materials as required;
- contribute their subject-matter knowledge and perspectives;
- utilize the CDMA to produce draft programs of study;
- provide ongoing input and feedback as required in between face-to-face working sessions; and
- be champions for the development work throughout the process.

Curriculum Division (CD) will:

- provide leadership and manage working group activities;
- conduct orientation meetings;
- collaborate with working group members in developing draft programs of study; and
- produce drafts of the programs of study and other materials as required to move the work forward.

TERM OF MEMBERSHIP

All membership terms fall between October 2016 and June 2022, with the length of each term defined by the timeline in which grade level programs of study will be developed.

Your commitment is to attend and participate in working sessions (two to four days each), for up to approximately 18 days per year starting October 2016, for a minimum of three years with an extension up to June 30, 2022, depending on your subject and grade grouping. If you cannot commit over the course of the subsequent years, your Superintendent (or organization) will identify a suitable replacement.

The Curriculum Working Group members selected will represent Alberta’s geographic and demographic diversity, and will be selected for their related expertise.

REPRESENTATION WILL INCLUDE:

- Teachers, educators and consultants:
 - from Alberta School Authorities with a balanced representation of Alberta’s geographic and demographic diversity;
 - in Francophone education (nominated from Francophone Regional authorities);
 - in First Nations, Métis and Inuit education;
 - nominated by the Alberta Teachers’ Association (ATA);
- Post-secondary professors and instructors in one or more of the six subjects;
- Inclusive education specialists;
- Early learning specialists; and
- English (E), Francophone (F), and First Nations, Métis, and Inuit (FNMI) representation for the six subjects (eight courses) as follows:
 - English Language Arts (28 E + 8 FNMI);
 - Français (16 F);
 - French Language Arts (16 French Immersion);
 - Mathematics (28 E + 8 F/FI + 8 FNMI);
 - Social Studies (28 E + 8 F/FI + 8 FNMI);
 - Sciences (28 E + 8 F/FI + 8 FNMI);
 - Wellness Education (28 E + 8 F/FI + 8 FNMI); and
 - Arts Education (56 E + 8 F/FI + 12 FNMI).

Total Membership = 196 (E) + 56 (F) + 16 (FI) + 52 (FNMI) = 320

CHAIR

Each Curriculum Working Group will be chaired by Curriculum Team Working Group Chairs (Curriculum Division) and/or their alternates for the subject(s) and grade grouping(s).

SELECTION CRITERIA

REPRESENTATION CRITERIA CONSIDER THE FOLLOWING:

- Veteran Alberta certificated teachers with a minimum of five years’ teaching experience in a particular subject area;
- New Alberta certificated teachers with a minimum of two years’ teaching experience;
- Employed by a school authority or other educational institution;
- Being receptive to new ideas;
- Being able to communicate effectively and respectfully within a group setting;
- Knowledge of the current Alberta K–12 provincial programs of study

ASSETS:

- Knowledge of literacy, numeracy and competencies as defined by Alberta Education;
- Knowledge of curriculum development;
- Specialization in inclusive education;
- Expertise and experience in First Nations, Métis and Inuit education;
- Expertise and experience in Francophone education

ENGAGEMENT SCALE

The Stakeholder Engagement Spectrum used by Alberta Education is based on the [International Association for Public Participation \(IAP2\) Model](#).

Curriculum Working Groups (consisting of teachers, consultants, post-secondary professors)				
Inform	Confer	Involve	Collaborate	Empower
			✓	

Collaborate: Stakeholders are involved in the steps of the decision-making process, including making a joint recommendation.

MEETINGS

Members will participate in face-to-face working sessions each year between October 2016 and June 2022. These sessions will take place in Edmonton starting in October 2016. Each working session will be two to four days in length for approximately 18 days per year and will be supported digitally by the CDMA.

Following the scheduled timelines for development, the Curriculum Working Groups may be required to come back together to make revisions to the draft programs of study following each validation period.

EXPENSES

Alberta Education will cover travel and subsistence costs for participating members, and school authorities will be reimbursed for substitute teacher costs according to the *Payment Schedule for Curriculum Development and Implementation Supports*.

COMPLIANCE WITH THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) ACT

Alberta Education is a public body subject to the *Freedom of Information and Protection of Privacy Act* (the "FOIP Act"). Information subject to disclosure under the FOIP Act may include names of the Curriculum Working Group members, names of employers of Curriculum Working Group members, compensation and/or expenses paid and details of the work to be completed by the Curriculum Working Groups. Records in the custody and/or control of Alberta Education may be subject to a request for access to information and may be disclosed in accordance with the FOIP Act.

Questions regarding the use or disclosure of personal information collected through participation in the Curriculum Working Groups may be directed to the Executive Director, Curriculum Coordination and Implementation Sector, Alberta Education, 9th floor, 44 Capital Boulevard, 10044 - 108 Street, Edmonton, AB T5J 5E6.

Note: These Terms of Reference are subject to change.