Appendix B: Curriculum, Instruction, and Assessment (CIA) Proposal Form

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PEEKSKILL CITY SCHOOL DISTRICT
<u>CURRICULUM / COURSE PROPOSAL</u>

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In accordance with the CIA Plan, any proposal for a new course, program, assessment or curriculum project must have the following assurances. Upon completion, please forward to the Asst. Supt. for C/I for processing and scheduling. Please include any insights or comments by those impacted by this proposal.
- It is consistent with our district core values.
- It contributes to our district mission and strategic objectives.
- It is research-based and aligns to the CCLS or other applicable state/national standards.
- It is accompanied by the appropriate staff development necessary to assure its effectiveness.
- It is accompanied by the means to assess its effectiveness.

Date and Submitted by: _____/_____

Title of Curriculum/Program/Assessment/Course Proposed:

Description of the Proposal (include grade level effected and steps towards implementation):

Course Duration (year, semester, etc):	**Credits, if applicable:**

Members on Committee/Discussion and Presenters (include titles):	

Rationale for Proposal and Steps to Implementation:

Which applicable state and/or national standards will be addressed by this proposal?

How will program effectiveness be assessed (sustainability and PD process)?

What product will be developed as a result of this proposal (outcome/vision)?

Reviewed by Assistant Superintendent:	
Signature:	Date:

Reviewed by Core Team:	
Signature:	Date:

Recommendation to the Superintendent:

Superintendent's Recommendation:		
Approve:	Denied:	Revise:

Requires Board of Education action?	
Yes:	No:

Comments/Suggestions:

Superintendent's Signature:	
	Date:

Board Action:

Recommendation to the Board of Education:		
Resolution Approved:	Denied:	Date:

Budget Implementation Requirements (if Applicable): Please identify any costs that would accompany this Proposal. Include additional documentation as needed.	
Names of Details of Resources	**Cost**
Textbooks:	
Software:	
Equipment:	
Consultant Services:	
Other:	
Professional: (number of teachers _____ X number of days @ _____ per day)	
Clerical: (number of clerical days @ _____ per day)	
Other:	
Total cost of proposal:	