

# **Kettering City Schools** **Curriculum Committees**

## **Instructional Services Council**

The Kettering City Schools Instructional Services Council is a 24-member body serving in an advisory capacity on K-12 educational matters to the central administration. The Council has three primary functions: (1) to provide broad community input related to educational programming to school officials, (2) to develop recommendations related to educational programming to school officials, and (3) to serve as a disseminator of information related to educational programming to the community at large.

Members of the Council include (1) five community representatives from various backgrounds, including the Kettering Council of PTA, special education parent group, local business/industry/professional and the community at large, (2) 18 educator representatives including teachers, building principals, directors, curriculum leaders, Board of Education, et al, and (3) student representative from Fairmont High School.

Meetings are held annually during the months of October, January and April, with special meetings called when needed.

## **Elementary Review Committee / Secondary Review Committee**

The Elementary Review Committee (addressing the K-5 program) and the Secondary Review Committee (addressing the 6-12 program) serve similar purposes and each has two primary functions: (1) to provide recommendations to elementary and secondary curriculum, instruction and assessment development to the Kettering City Schools Instructional Services Council (i.e., courses of study, textbook selections, etc.), and (2) to serve as disseminators of information related to educational programs to the local school professional staff and parents.

Each committee is a 26-member body. Membership in each includes: (1) community representatives from the Kettering Council of PTA and a community representative from each individual building's CIP Committee, and (2) educator representatives from teachers, principals, Board of Education, curriculum leaders, et al.

Each committee meets three times annually in the months of October, January, and April.

## **Curriculum Study Committee**

The actual curriculum, instruction and assessment development work will be accomplished by a small group of teachers, specialists and administrators referred to as a Study Committee. The responsibility of the Study Committee will be a narrowly-defined task, i.e., data gathering, textbook selection, determination of instructional objectives, course of study writing, etc. The recommendations of the Study Committee for any textbook or course of study adoption will be presented to the appropriate Review Committee and to the Instructional Services Council for recommendation to the Kettering Board of Education for official adoption as required by law.