



WEST CHICAGO ELEMENTARY SCHOOLS

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Board of Education

TO: Board of Education
FROM: Assistant Director of Teaching and Learning, Jenny Brunke
DATE: May 22, 2025
RE: Summer Curriculum Work and Professional Development

This memo is:

- ☒ Information only
☐ Information with a recommendation and a request for Board approval by vote.

Date by which a Board decision is needed:

Previous memos on this topic can be found:

- ☐ in previous Board packet(s) dated.
☐ or attached to this memo

Basic Information:

Curriculum Work

The following Subject Area Committees (SAC) will be working on their respective curriculum in June:

- The Self-Contained Classroom Subject Area Committee will work to further develop their curriculum and visuals.
- The Preschool Subject Area Committee will meet to further develop their Units of Study.
- The Elementary Literacy Subject Area Committee will work to finalize assessments and develop Dictados and Lotta Laras aligned to Amplify Knowledge units.
- The Elementary and Middle School Art, PE, and Music/Performing Arts Subject Area Committees will work to finalize their written curriculum templates.
- The Leman Middle School Science Subject Area Committee will meet to finalize instructional plans and assessments aligned to the Next Generation Science Standards.
- The Leman Middle School Advanced Spanish Subject Area Committee will meet to finalize instructional plans in alignment with the ACTFL (American Council on the Teaching of Foreign Languages) standards.
- The Leman Middle School Literacy SAC will meet to further prepare for their upcoming literacy pilot.

Summer Professional Development

Please see the linked [Summer Professional Development Calendar](#) that provides D33 teachers, coaches, and administrators with an opportunity to gather and receive choice professional learning in a variety of areas. These areas include but are not limited to best practices in literacy instruction, data analysis, and the use of cooperative learning structures, as well as supporting multilingual learners and students with IEPs in the classrooms.

Background/Historical Context:

Curriculum Work

The work of the Subject Area Committee teams is informed by the District's Long Range Plan and approved by the ALC (Academic Leadership Council). The work of the teams includes developing written curriculum, instructional plans, assessments, and rubrics, as well as selecting and aligning district-approved primary resources and validating the quality and implementation of the aforementioned work. Elementary Subject Area Committees are comprised of staff members representing a variety of buildings, grade levels, and roles to ensure proper attention is paid to various perspectives and District 33's holistic needs.

The Pioneer Preschool Subject Area Committee convenes to further develop curriculum and instruction across academic areas as well as to design learning experiences that support the holistic development of the child.

Our elementary schools have Subject Area Committees for the content areas of literacy, math, science, social studies, SEL/Health, Art, Music, and PE. Leman Middle School has Subject Area Committees for literacy, math, science, social studies, health, PE, Advanced Spanish, Music, and Art.

In accordance with the Long Range Plan, active middle school SAC teams meet monthly outside of the school day during the months of September-May, as well as on predetermined dates during June. Active elementary SAC teams meet once monthly during the school day, during the months of September-May, as well as on predetermined dates in June. Work completed during these meetings is approved and reviewed by the Department of Teaching and Learning and supported by consultants as needed.

Summer Professional Development

Summer professional development opportunities are open to all staff and administrators. These are paid opportunities in which staff are afforded a chance to revisit and solidify key learning from the year prior, prepare in advance for key components of the upcoming school year, and enhance and refine their instructional practices in areas of need as determined by committees in various professional domains.

Previous decisions, actions, or parameters that relate to this topic or issue:

Curriculum Work

Content areas for Subject Area Committee work to be completed in the summer of 2025 were determined in accordance with the Long Range Plan approved by the ALC (Academic Leadership Council) in the Fall of 2024. Work to be completed within the respective committees is also in accordance with the Long Range Plan, informed by partnership with District consultants, and approved by the Department of Teaching and Learning. Committee members were selected through the use of an interest survey offering the opportunity to influence. The survey was sent out to all staff during the 2024-2025 school year. This survey ensured committee members were informed of the goals of the committee, the scope of the work to be completed, the dates the committee would convene, and any future professional roles and responsibilities related. Staff members were selected for the Subject Area Committees based on their interests, previous professional experiences, ability to attend meeting dates, and the need for proper grade-level representation.

Summer Professional Development

Areas of need for Summer professional development were determined throughout the Spring of 2025 at various department and committee meetings. Ideas were suggested by administrators, teachers, and consultants.

Recommendations:

N/A