

## **2.5 – DIRECTOR OF CURRICULUM**

The Director of Curriculum works under the supervision of the Superintendent, and with the principals. He/she shall coordinate and supervise school curriculum and assist in administrative responsibilities relating to the schools. He/she will be responsible for the administration of specific programs, the development of professional development programs, and community education.

He/she shall:

1. Be responsible for instructional professional development programs and staff development for the schools.
2. Assist in the implementation of education standards in the schools and monitoring for continued compliance.
3. Serve as the administrative head of the curriculum committee.
4. Be in charge of the preparation of curriculum guides.
5. Study and evaluate innovations in instructional-curriculum practices.
6. Serve as a member of the textbook committees and assist in the review and selection of textbooks.
7. Work with the principals in a program of supervision designed to improve instruction.
8. Make recommendations pertaining to needed school facilities and equipment.
9. Assist in the evaluation of the principals.
10. Establish and maintain a favorable relationship with local community groups to foster understanding of and support for the school program.
11. Perform other tasks as may be assigned by the Superintendent.

Ref: A.C.A. 6-13-621, 6-17-301

Approved by Board of Education 10/14/86

Amended by Board of Education 07/16/13