Planning for Proficiency-Based Learning

**POLICY**
- Engage school board in developing conceptual understanding about proficiency-based learning
- Review existing policies
- Draft new and revised policies
- Collect feedback on draft policies from faculty, staff, students, parents, and local officials
- Refine policies based on feedback
- Adopt new and revised policies

**PRACTICE**
- Establish a district wide proficiency-based committee
- Collaboratively develop the conceptual framework with faculty and staff
- Engage faculty and staff in professional development on proficiency-based learning
- Engage faculty in professional development on proficiency-based curriculum design and instruction
- Engage faculty in professional development on assessment literacy
- Develop cross-curricular graduation standards
- Develop content-area graduation standards
- Develop performance indicators for cross-curricular and content-area graduation standards
- Align curriculum with performance indicators
- Develop assessments for performance indicators
- Develop instructional units, including learning targets and essential questions
- Develop assessments for achievement of learning targets
- Develop lesson plans

**COMMUNITY ENGAGEMENT**
- Create communications plan for proficiency-based learning
- Develop a process for verifying achievement of content-area standards
- Develop system for reporting on the achievement of student learning
- Engage local media
- Engage students, parents, and the public about proficiency-based learning
- Implement system for reporting on the achievement of student learning
- Develop Record Keeping Process, Transcript, and Report Card

**KEY**
- Policy
- Practice: Graduation Requirements
- Practice: Instructional System
- Community Engagement

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Maine Department of Education and Great Schools Partnership.