

**From:** Jeanne Burns

**Sent:** Friday, June 26, 2015 3:41 PM

**To:** Amy Clancy; Angela Greaud; Barbara Burke; Blanche A. Adams (DOE); Cyndi Dicarlo; Deanna Bynog; Debbie Fowler; Diana Kelly; Donna Guice; Donna Wadsworth; Elizabeth Block; Emily Williamson; Erin Carroll; Faye White; Frances Davis; Gerry Binkley; Gina Carter; Gina Easterly; Glenda Island; Hannah Dietsch; Ivy Starns (DOE); Jenita Hegwood; Jenna Conway; Julie Emory; Julie Stephenson; Karen Powell; Katherine Lemoine ([klemoine@nunez.edu](mailto:klemoine@nunez.edu)); Kathryn Newman; Kathy Crowley; Linda Marino; Lisa Melson; Mary Breaud; Mary Ghongkedze; Mary Sciaraffa; Melanie Bronson; Michelle Fazio Brunson; Pam Morgan; Pat Doerr; Peter Sheppard; Randall Esters; Raquel Ezell; Renee Robichaux; Rich Mancil; Rosalyn Holt; Willie Jones III; [dmitchell@bpcc.edu](mailto:dmitchell@bpcc.edu); [cheria.lane@subr.edu](mailto:cheria.lane@subr.edu); [tonya.rose@subr.edu](mailto:tonya.rose@subr.edu)

**Cc:** Linda Marino

**Subject:** Next Steps - B2K Statewide Curriculum Committee

To: Birth to Kindergarten Statewide Curriculum Committee

Thank you for the feedback that you provided pertaining to the use of Chart 1, Chart 2, and Chart 3. All feedback that we received was in favor of using the three charts. We did receive feedback that we needed to use "Action Verbs" that were observable when writing the verbs for the learning objectives and learning outcomes. Thus, an attempt has been made to provide observable action verbs in the attached document that provides an example of Chart 3 for the first CDA course and in the attachment called "Overview of Examples." These are just examples and all of you can create even better wording for your own learning objectives and learning outcomes. We also received a recommendation that we add "Conditions for Making Up Missed Work" and "Data Management System" in the Revised Template for the Course Syllabi for item 14.

As I indicated in the previous e-mail, we want to schedule a face-to-face meeting for committee members on July 20, 2015 from 9:30 AM - 3:30 PM in Baton Rouge. We have determined that we will be able to pay travel expenses. At this point, we need to determine how many committee members will be able to attend the meeting in Baton Rouge on that date. Can you please send an e-mail to me at [Jeanne.burns@la.gov](mailto:Jeanne.burns@la.gov) by 4:00 PM on Tuesday, June 30 to let me know if you can or cannot attend the meeting in Baton Rouge on that date. Once we determine that a sufficient number will be able to attend, we will send each of you specific information regarding travel arrangements.

For our July 20th meeting, it will be of greatest value for each cluster group to complete Chart 1, Chart 2, and Chart 3 for **each course** and e-mail copies of the charts to me by June 15, 2015. We will then compile all of the information from the charts for the committee members to use when meeting in Baton Rouge on July 20. We recommend that the Lead for each cluster group set up a time for a conference call to ensure that all charts for all assigned courses are completed by July 15. Next Tuesday I plan to contact each cluster group and review what each group is expected to complete by July 15.

After our July 20th meeting, we will have each cluster group complete the full course syllabi. Again, only the three charts need to be completed by July 15 for the July 20 meeting.

Once we verify that a sufficient number of committee members can attend the July 20 meeting, we will provide you a copy of a tentative agenda and ask for your further input. We want the meeting to be a very productive meeting.

Please feel free to contact me if you have any questions.

Jeanne Burns

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