Figure A.1: Team Protocol to Organize Mathematics Standards

Create a Proficiency Map

Directions: Determine in which unit students will learn the standards using the following steps.

1. Read each standard for your grade level or course and identify when in the school year (in at most a four-week window), or in which chapter of your curriculum materials, your team expects students to be proficient with each standard. Write the time frame beside each standard in figure A.1.
2. Group together standards by time of year (or chapter) to create a scope and sequence of learning. For any standard the team has not yet identified, determine in which grouping it makes sense for students to be proficient with it.
3. Make a table showing the unit names, time lines, and standards students will learn in each unit (see figure A.2). Use this table to create more detailed unit plans and to backward plan the amount of time your team can spend teaching standards in each unit.

State Standard	Unit or Time