

# Case Study

## Curriculum Review for a Non-profit: Meeting Tight Deadlines and Ensuring Quality

### Client Background:

Our client is a non-profit organization dedicated to improving educational outcomes for all students. They were recently awarded a highly sought-after Request for Proposal (RFP) to conduct a comprehensive curriculum review. The objective was to evaluate seven ELA basal curriculums against a rigorous rubric that encompassed research-based speaking, listening, writing, and reading standards, as well as culturally responsive pedagogy.

### Clients Challenge:

The primary challenge presented to our client was a very tight deadline. They had just one month to complete the entire curriculum review process, from start to finish. Additionally, this project involved seven different curriculums, each of which required careful analysis and assessment. The client recognized that meeting this deadline without compromising the quality of the review was a significant challenge.

### Solution:

- **Initial Norming and Training:** The first challenge encountered was ensuring that all seven consultants were on the same page regarding the rubric's expectations and the criteria for evaluation. To overcome this, an initial norming and training session was held, allowing consultants to discuss and clarify any doubts.
- **Parallel Reviews:** Consultants worked in parallel, each focusing on one curriculum. This allowed for a streamlined process, with each consultant becoming an expert in their assigned curriculum.
- **Ongoing Communication:** Throughout the review process, consultants maintained open and ongoing communication with each other and the client. This ensured that any issues or questions that arose during the review could be addressed promptly.
- **Rubric Refinement:** After the first round of reviews, consultants and the client came together to assess the initial findings. This led to a refinement of the rubric to align it more closely with the final objectives and expectations.
- **Second Round of Reviews:** Consultants were allocated additional time (35 hours) to review the curriculums a second time using the refined rubric. This step was crucial in ensuring that the final evaluation was comprehensive and aligned with the client's goals.

**Outcome:**

Despite the tight deadline and initial challenges with norming, the project was successfully completed within the one-month timeframe. The final review of the seven ELA basal curriculums yielded valuable insights into their alignment with research-based standards and culturally responsive pedagogy.

The client expressed satisfaction with the quality and depth of the review, as well as the commitment of the consulting team to meet the challenging deadline.

**Lessons Learned:**

- Effective communication and collaboration among team members are essential for successful project completion.
- Flexibility in the process, including the ability to refine evaluation criteria, can lead to more accurate and valuable results.
- Adequate time for review and feedback is crucial to ensure the highest quality outcomes.
- Meeting tight deadlines requires a dedicated and skilled team willing to work efficiently and effectively.

**Conclusion:**

This case study underscores the critical significance of effectively managing the delicate balance between ensuring quality and meeting stringent time constraints in complex projects.