



PILOT CHECKLIST FOR TEACHERS



WELCOME

Welcome to your *Arts & Letters*™ pilot. We are excited that you are piloting *Arts & Letters*, our knowledge-building K-8 English language arts curriculum. Through the *Arts & Letters* instructional approach, students build knowledge and skills by engaging with authentic, knowledge-rich texts. *Arts & Letters* is designed to empower educators, inspire joyful learning, and ignite student inquiry.

GET STARTED

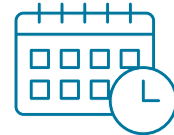
A pilot gives you the chance to experience Great Minds® curricula with an abbreviated implementation. We recommend these steps for success.



**STEP 1:
GATHER YOUR
MATERIALS**



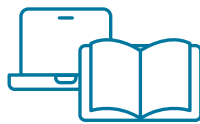
**STEP 2:
GET TO KNOW
ARTS & LETTERS**



**STEP 3:
PLAN FOR YOUR
CLASSROOM
SCHEDULE AND
PACING**



**STEP 4:
SET UP YOUR
CLASSROOM**



**STEP 5:
PREPARE
TO TEACH**



STEP 1

Gather Your Materials

- Ensure you have print materials.
 - *Teach* book (1 per teacher)
 - *Learn* book (1 per student)
 - *Arts & Letters Prologue™* book (1 per teacher; student materials in the appendices)
 - Knowledge Deck™ Cards (with Art Terms cards) (2 sets; one for practice, one for display)
 - Journal (1 per student) (Journals are not provided with *Arts & Letters*. Educators choose the format that works best in their context—composition book, spiral notebook, or binder.)
 - **Trade books** (Students have individual copies of some texts and shared copies of others.)
- Confirm you have access to digital materials (for modules 1 and 2 pilots only).
 - Teacher account access, including the following resources
 - Daily lesson slides for *Teach* and *Prologue* lessons
 - *More* videos for whole-class instruction
 - Fine art texts for digital display
 - Assessments
 - Fillable, assignable student pages from the *Learn* book
 - Student account access, including the following resources
 - *More* videos for individual review
 - Fine art for independent viewing

Note that Arts & Letters will transition to a new platform with additional resources and enhanced functionality for school year 2025–2026. Additionally, schools piloting module 3 in school year 2024–2025 will only have print materials and need to source trade books separately.



STEP 2

Get to Know Arts & Letters

- Explore the *Teach* book.

The *Teach* book is the comprehensive guide to teaching *Arts & Letters*. Each grade level has four *Teach* books, one per module. Each has a consistent organization: Module Overview, lessons, and appendices.
- Read the module texts.

High-quality, authentic texts are at the heart of *Arts & Letters*. Each module includes texts that build knowledge of the module topic.
- Explore your additional resources, considering your students, to plan needed supports.

The *Learn* book is the student companion resource that students use in each lesson. The Knowledge Deck Cards help students build academic and content vocabulary. *Prologue* supports multilingual learners and those with language-based disabilities.
- Engage in ongoing professional learning with Great Minds.

The [greatminds.org](https://www.greatminds.org) website includes additional information about and resources for *Arts & Letters*.



STEP 3

Plan for Your Classroom Schedule and Pacing

Each *Arts & Letters* pilot module has 37–40 lessons. Plan to teach one 60-minute lesson each day of instruction as part of your complete literacy block. If possible, plan to pace with your grade-level team so you can plan together; share ideas for flexible lessons, like responsive teaching days or bookend lessons; and/or collaboratively score student assessment tasks.

**STEP 4****Set Up Your Classroom****Room Arrangement**

Arts & Letters students work independently and engage in discussions and tasks with classmates in pairs, small groups, and whole group.

- Ensure that you have flexible seating arrangements.
- Provide pathways for transitions between activities and materials access.
- Plan for wall space for classroom displays.
- Allow space for materials storage.

Classroom Displays

Displays of module charts and resources support student learning in *Arts & Letters*.

- Throughout the pilot you may want to display the following:
 - Essential Question (teacher-made)
 - Content Stages (teacher-made for the school year 24–25 pilot)
 - Fluency Reference chart (teacher-made for the school year 24–25 pilot)
 - World Knowledge chart (class-made)
 - ELA Knowledge chart (class-made)
- For each lesson, you may want to display the following:
 - Content Framing Question (teacher-made)
 - Relevant Knowledge Deck Cards (provided with curriculum materials)
- As relevant to a lesson, you may want to display the following:
 - Writing models—Sandwich model (teacher-made; Levels K–2) or Painted Essay® (teacher-made; Levels 3–8)
 - Writing Checklists (teacher-made; Levels 3–8)

The Painted Essay® is a registered trademark of Diana Leddy. All rights reserved.

Materials Use and Storage

Consider the following when planning for materials.

- Learn* books. Each student will receive a *Learn* book that they will use almost daily. Plan where students will keep these, how you will distribute them if needed, and how you will access them to monitor or assess student work.
- Journals. Each student also needs a journal. Choose a journal format—composition book, spiral notebook, or binder—that works best for your classroom and students. Decide if students will keep these journals in their desks, and if not, how to store them for quick and easy access or distribution.
- Trade books. Each module comes with a set of trade books. Decide the following:
 - How will you store texts when they are not in use? Some schools have a central system, with storage in the school library or media room.
 - Will students keep books that they are currently reading in their desks, or will you store/distribute texts each lesson?
 - Will students take books in use home?
- Technology. Plan for storage and access to digital devices you or students will use to access the *Arts & Letters* digital platform.



STEP 5

Prepare to Teach

Arts & Letters modules include the same sections, and lessons follow a Launch-Learn-Land structure. Once you learn one module and lesson arc, future preparation will go more quickly.

Backwards map from the End-of-Module Task.

Arts & Letters assessments build in knowledge and skills, culminating with the End-of-Module (EOM) Task performance. Assessments are in the students' *Learn* book and/or in the digital space.

1. Jot a quick response to the EOM Task.
2. Explore how the major module assessments build to that closing task.
3. Consider the skills and knowledge students need to be successful.

Study a lesson.

Arts & Letters lessons are designed with a clear sequence of numbered instructional steps and suggestions for meeting student needs.

1. Read the lesson.
2. When applicable, read the corresponding *Prologue* lesson.
3. Note what happens and why. Consider these questions:
 - What do teachers do? What do students do?
 - Why? What are the lesson's learning goals?
 - How will you deliver the lesson?
 - How will you give directions?
 - How will you pace the lesson?
 - How will you transition between activities?
 - How will you set up the classroom?
4. Review the corresponding slides.