

**School Board Meeting:**

January 12, 2009

**Subject:**

Course Proposal for 2009-2010

**Presenter:**

Pam Miller

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**SUGGESTED SCHOOL BOARD ACTION:**

No recommended action at this time. Action will be taken at the January 26 school board meeting.

**DESCRIPTION:**

New course proposals and course modifications have been solicited and developed for the 2009-2010 school year. The district's course proposal process begins in October and ends with a board approval in January. Once approval for new courses are given, the course information is placed in the registration book and sent to print, thus beginning the timeline of registration and scheduling for the secondary schools.

Several new courses had originally been considered by BHS instructors, however, due to the budget reductions taking place currently in the district, we could rationalize only one proposal at this time. The sole course proposal for your review this year is an Arts Magnet Senior Capstone – Mentorship course.

Overview of the Course Proposal Process

The course proposal process includes a series of steps to ensure that all perspectives of possible implications of the addition or modification of each proposed course have been considered. The following information is communicated to teachers as they consider submitting a proposal.

- ❑ A complete curriculum map for the course is required with the proposal.
- ❑ The Director of Teaching & Learning may reject or recommend redesign of a course proposal at any time in the process.
- ❑ Incomplete proposals will not be processed.
- ❑ Course proposal recommendations are required from the following groups or individuals prior to being brought to the Board of Education for approval:
  - Department Chairperson
  - Building Principal
  - Building Teaching and Learning Council
  - Secondary Teaching and Learning Council
  - District/Community Teaching and Learning Council
- ❑ Courses that do not receive sufficient student requests will not be offered next year, but may remain in the registration book as an option for the following school year.

- ❑ Course approval does not guarantee implementation. Implementation is dependent on resources and scheduling considerations.

The course proposal attached has been reviewed by each of the required groups listed above. It was discussed and reviewed by the District/Community Teaching & Learning Council on January 9, 2009. The course proposal was recommended to move forward to the Board of Education for approval. Each individual or group was asked to use the following criteria in formulating a recommendation for each course.

#### Criteria to Consider

- ❑ *Evidence of student need or parent/community demand*
- ❑ *Graduation requirement impact*
- ❑ *District goals match*
- ❑ *Program rationale match*
- ❑ *Program standards alignment*
- ❑ *Local expertise*
- ❑ *Post-secondary impact*
- ❑ *Cost and/or resource availability*
- ❑ *Impact on other buildings*
- ❑ *Overlap with other courses*
- ❑ *Match of content and course length*
- ❑ *Efficiency in utilization of space and personnel*

The course information on the attached page includes basic information about the course proposal. The authoring instructor is listed, along with the rationale for the course. Other information included in the course proposal submitted to the Teaching & Learning Department includes training needs, budget needs, and the required curriculum map. All of this information is available if you need it in addition to what is listed here to make your decision about course approval. Mark Mischke and I will provide an overview of the course regarding the course content at Monday's board workshop.

At the January 26 board meeting, I will recommend approval for this course to be added to the registration process at Buffalo High School as an additional opportunity for students.

Each course approved for implementation in 2009-2010 will be allotted up to twenty hours of further curriculum writing development. These hours are under the direction of the Department of Teaching and Learning, and will be completed during the summer months.

Mark Mischke and I will be in attendance at the January 12 workshop to answer any questions you may have regarding the proposed course.