

Administrative Procedure 222

BOARD/AUTHORITY AUTHORIZED AND LOCALLY DEVELOPED PROGRAMS OR COURSES

Background

Consistent with provincial requirements, the District shall develop and offer Board/Authority Authorized (BAA) courses and programs for use in District schools.

Procedures

1. Prior to a course or program being offered for use in one (1) or more schools:
 - 1.1 The Board, on receipt of a recommendation of the Superintendent, will consider the approval of the BAA course or program; and
 - 1.2 If approved by the Board, the District will advise the Ministry as required.
2. Local courses or programs, in order to receive approval, must:
 - 2.1 Be consistent with provincial and/or District objectives;
 - 2.2 Appropriately serve the intended students, curriculum area, and learning outcomes;
 - 2.3 Be carefully designed;
 - 2.4 Have necessary staff and material resources available.
3. Students may take a Locally Developed receive any credit towards graduation for it. Students may take any number of BAA courses for credit, consistent with the other requirements for graduation.
4. Approval Process for new BAA Courses
 - 4.1 All proposals for programs or courses new to the District will undergo a review process on course content and design, and appropriateness to the school setting.
 - 4.2 Approval process deadlines:

4.2.1	November 30	Receipt by Director of Program.
4.2.2	December 15	Review by Education Programs Committee.
4.2.3	January 15	Present to Board for approval.
4.2.4	April 15	Advise Ministry of Board approvals.
 - 4.3 Course proposals requesting District funding must be received prior to the development of the District's annual budget.

4.4 In general, schools will provide resources out of their operating budget and school-based Learning Resources allocation.

Reference: Sections 20, 22, 65, 75, 85 School Act
Board Authorized Course Order M285/04
Graduation Program Order M302/04