



Book: BYLAWS AND POLICIES  
Section: 2000 PROGRAM  
Title: ADOPTION OF COURSES OF STUDY  
Code: 2220  
Status: Active  
Legal: 511 IAC Article 6  
Adopted: September 15, 2020

The School Board shall provide a comprehensive instructional program to serve the educational needs of the students of this School. In furtherance of this goal and pursuant to law, the Board shall periodically adopt courses of study.

No course of study shall be taught in the schools of this School unless it has been adopted by the Board. The Board shall determine which units of the instructional program constitute courses of study and are thereby subject to the adoption procedures of the Board.

The Executive Director shall recommend to the Board such courses of study as are deemed to be in the best interests of the students. The Executive Director's recommendation shall include the following information about each course of study:

- A. its applicability to students and an enumeration of those groups of students to be affected by it
- B. the intended learning objectives, defined in terms of how the learning is applied
- C. its scope and sequence
- D. its justification in terms of the goals of this School, especially when it is proposed to take the place of an existing course of study
- E. its instructional methods and learning strategy including the manner in which the learning of democratic principles and ethics is provided for, if appropriate to the content of the course

- F. the resources that its implementation will require, including instructional materials, equipment, specially trained personnel, etc.
- G. the plan for its continuous assessment which includes criteria and standards
- H. its developmental and operational history as well as data on results, where available

Each course of study is intended to provide a basic framework for instruction and learning. Within this framework, each teacher shall use the course of study in a manner best designed to meet the needs of the students for whom they are responsible. Deviation from its content must be approved in accordance with the Executive Director's administrative guidelines.

The Board directs that each course of study includes as part of its learning accomplishments that students can demonstrate their willingness and ability to be punctual, to be present at the learning site each day unless absent for a legitimate reason, and to complete assignments on time and as directed. The Executive Director's guidelines should include recommendations to staff on how to instruct students in these important work ethics and how to include these learnings in the grades that students receive.

The Executive Director shall maintain a current list of all courses of study offered by this School and shall provide each member of the Board with a current list of all courses of study.

The list shall include the data on each furnished with the recommendation for its adoption.