



LOCALLY DEVELOPED COURSES

Background

Board Policy 1: Board Mandate, Mission, Vision, Values and Goals identifies the mandate of the Board as providing students with a complete offering of learning opportunities, and accessing Locally Developed Courses is a tangible way the Board fulfills this responsibility. School authorities have the flexibility to develop or acquire locally developed courses to address particular student and / or community needs. These learning opportunities complement, extend and / or expand upon provincial programs of study.

Procedures

1. Locally developed / acquired and authorized junior and senior high school complementary courses are governed by *Alberta Education Policy*. School authorities must approve locally developed courses by a resolution or a motion of the Board of the school authority prior to offering the locally developed courses.
2. High school courses developed at the local level require Ministry approval and must be submitted by the deadlines communicated by Alberta Education. Course submissions to the Ministry shall include:
 - 2.1 Philosophy and rationale.
 - 2.2 Learning outcomes.
 - 2.3 Specific content outline.
 - 2.4 Implementation plan:
 - 2.4.1 Special facilities required
 - 2.4.2 Identification of and proposed treatment of controversial course components
 - 2.4.3 Degree to which the course complements, but avoids overlap with, provincially developed courses.
 - 2.4.4 Plan for assessing student achievement.
 - 2.4.5 Plan for course evaluation, monitoring and revision.
3. The objectives of courses being developed shall be consistent with the curriculum goals established for the division.
4. The resources required for the development and implementation of new courses shall be determined by each site administrator.

5. Prior to development, a study will be conducted to ensure that:
 - 5.1 A proposed course will be chosen by a reasonable number of students.
 - 5.2 Materials for implementation of the program are accessible.
 - 5.3 Teachers are available to deliver the course.
6. All divisional sponsored locally developed courses become the property of the division and the division retains copyright for these materials.
7. School authorities shall approve locally developed courses by a resolution or a motion of the Board of the school authority and in accordance with Alberta Education Policy.
8. Religious Education:
 - 8.1 The division, in collaboration with the Bishop of the Diocese of Calgary, determines the resources for use in Religious Education. The Bishop, in consultation with division leadership, parents / legal guardians and teachers mandates the Religious Education curriculum, including the human sexuality component.
 - 8.2 All other resources must be approved by the Director of Religious Education.

References **Sections 18(1), 53(2), *Education Act*
*Guide to Education***