

Board Policy

Code No. 602.1E1

PROPOSAL FOR NEW COURSES /MAJOR INSTRUCTIONAL PROGRAM MODIFICATIONS/CHANGES

Please complete information below and submit to the Superintendent's Designee by **December 1 of the current school year. This will be effective in the upcoming school year.**

SCHOOL:

SUBMITTED BY:

PROPOSED CURRICULUM/COURSE TITLE:

GRADE LEVEL OFFERED:

CURRICULAR AREA:

PREREQUISITE(S):

LENGTH/CREDIT:

REQUIRED COURSE ____yes ____no

Proposed Course/Modification Description:

Proposed Course/Modification Standards:

Why is the new course or modification needed?

How will this course/modification affect current curriculum and/or offerings?

Will a course be removed or replaced? If so, which one?

BUDGET PROJECTIONS

Please complete these projections as accurately as possible at this time with the understanding that completion of all stages of the new course/ major modification cycle allows for changes and determination of final needs.

STAFFING PLAN:

TEXTBOOK NEEDS, SPECIAL EQUIPMENT OR MATERIALS: *Requests for new text or instructional materials will be reviewed in accordance with Board Policy 605.1. Please include titles of all possible textbooks and materials being considered, publisher, quantity needed and price if known.*

ANTICIPATED WORKTIME IN ADDITION TO CONTRACT HOURS: *Include number of teachers writing and projected time needed.*

PROFESSIONAL DEVELOPMENT NEEDS:

APPROVAL: Office Use Only

Building Level Administrator: _____
Signature Date

Superintendent's designee: _____
Signature Date

Board of Education Approval _____
Date

Approved: August 19, 2013

Reapproved:

Revised: March 18, 2019