

# UNITED SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: ADOPTION OF PLANNED  
INSTRUCTION

ADOPTED: March 11, 2008

REVISED: December 9, 2014

| 107. ADOPTION OF PLANNED INSTRUCTION                                 |   |
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| <p>1. Purpose<br/>Title 22<br/>Sec. 4.11, 4.12<br/>Pol. 100, 105</p> | <p>The Board shall provide a comprehensive program of planned instruction to enable district students to strive for educational goals and attain academic standards. Planned instruction shall consist of at least the following:</p> <ol style="list-style-type: none"> <li>1. Objectives to be achieved by all students.</li> <li>2. Content, including materials, activities and instructional time.</li> <li>3. Relationship between objectives of a planned course and established academic standards.</li> <li>4. Procedure for measurement of the objectives.</li> </ol> |
| <p>2. Authority<br/>SC 508, 1511,<br/>1512<br/>Pol. 006</p>          | <p>No planned instruction shall be taught in district schools unless it has been adopted by a majority vote of the full Board. The Board reserves the right to determine which units of the instructional program constitute planned instruction and are subject to adoption by the Board.</p>  |
| <p>3. Delegation of<br/>Responsibility</p>                           | <p>The Superintendent shall be responsible for the continuous evaluation of the effectiveness of the planned instruction and shall recommend to the Board new courses of study deemed to be in the best interests of district students.</p> <p>The Superintendent shall invite the participation of administrative and professional staff members at appropriate levels in the formulation of recommendations.</p> <p>The Superintendent shall maintain a current list of all planned instruction offered by this district and shall furnish each Board member with a copy.</p> |
| <p>4. Guidelines</p>   | <p>The Superintendent's recommendation may include the following information about the proposed planned instruction:</p> <ol style="list-style-type: none"> <li>1. Applicability to students and an enumeration of the group of students affected.</li> </ol>   |

2. Description and content, including the instructional method where such method departs significantly from the traditional and is an integral part of the instruction.
3. Rationale in terms of district goals and academic standards and justification when it is proposed to take the place of an existing course.
4. Resources that its implementation will require, such as textbooks, materials, equipment, and personnel.
5. Assessment methods and criteria by which its effectiveness will be monitored and measured.
6. Developmental history with data on its use elsewhere, if available.

Program Alteration

Curriculum revisions and program alterations should be planned as part of the regular curriculum cycle under the supervision of the Director of Education. The Board does recognize that extraordinary circumstances (i.e., changes in state and federal requirements or laws, availability of previously nonexistent resources) may require special action for implementation outside of the regular curriculum cycle. The Board shall review all proposals for new course offerings submitted by the Superintendent.

All proposals for new courses outside of the regular curriculum cycle must be submitted by the building principal to the Superintendent or Director of Education no later than October 15. All proposals for new courses within the regular curriculum cycle must be submitted to the Superintendent no later than November 15. These will be reviewed by the Superintendent or designee and, if approved, will be presented to the Board for consideration and adoption. Board action/direction to the administration is to occur by the regular January meeting preceding September implementation.

All requests for additions to educational programs must follow the established guidelines, time schedules and use the appropriate forms.

References:

School Code – 24 P.S. Sec. 508, 1511, 1512, 1512.1

State Board of Education Regulations – 22 PA Code Sec. 4.11, 4.12

Board Policy – 006, 100, 102, 105, 106