

**LOCALLY DEVELOPED COURSES/BOARD AUTHORITY
AUTHORIZED COURSES AND INSTRUCTIONAL MATERIALS**

Background

The District supports the development of locally developed courses in order to offer a wider range of course offerings and to meet unique or specific needs of District students.

Procedures

1. In developing a Board Authority Authorized Course, the following steps shall be followed:
 - 1.1 Complete the current BAA template.
 - 1.2 Course is submitted to the Principal for review.
 - 1.3 The Principal brings to the Secondary Principals Meeting for recommendation to the Superintendent.
 - 1.4 The Superintendent refers the BAA course to the Board Education and Business Committee for recommendation to the Board.
 - 1.5 The Board of Education, by motion, approves the course.
 - 1.6 The approved Course is submitted to the Ministry of Education for credit on the Graduation Program.

2. The Board has retained authority for final approval.

Reference: Sections 17, 20, 22, 65, 75, 85 School Act
Board Authorized Course order M285/04
Graduation Program Order M302/04

Adopted: January 21, 2004
Amended: September 1, 2018