

Section:	Students & Instruction
Title:	Board Authority/Authorized Course Adoption Curriculum and Locally Developed Course Adoption

The Board of Education supports local program development and will ensure procedures are established for approval and implementation of Board/Authority Authorized (BAA) courses.

General

- BAA courses may only be developed at the Grade 10, 11 or 12 level.
- BAA courses must be academically sound, career-focused or contribute to social responsibility.
- New BAA courses must receive Board of Education approval prior to the district requesting a Ministry course code and prior to the program being offered to students.
- Approval for a course change or BAA course will be in accordance with the following:
 - a) Concept of the proposed change or development is presented to the school principal, including information about the level of interest and the student needs the course would meet.
 - b) Upon the school principal's approval, the [Board/Authority Authorized Course Framework](#) must be completed.
 - c) The principal must sign the [Board/Authority Authorized Course Framework](#) before forwarding it to the Superintendent's office.
- Applications for approval of a BAA course proposal or course change for implementation in the following school year must be submitted for formal Board approval no later than November 1 or before offering the course to students in the course selection book, whichever comes first.
- Schools offering BAA courses must submit a report to the Board no later than May 1st of the school year in which the course(s) was offered, providing the following information:
 - a) Name of course
 - b) Instructor's name
 - c) Number of students enrolled
 - d) Number of years offered at the school

Date Adopted: June 2001

Date Reviewed: February 2010

Date Amended: September 2010 (Formerly Administrative Procedure #206)

Legal Reference: School Act, Section 85(2)
Ministerial Order M285/04