

ADOPTION OF NEW PROGRAMS AND COURSES OF STUDY

- I. Before a new instructional program, course, or major content change in an existing program is implemented in the District, the mission, goals, and standards of the program shall be presented to the Board of Education. The program request shall contain the following information:
 - A. need for the program;
 - B. clear and concise statement of goals to be accomplished;
 - C. anticipated dates for completion of goals;
 - D. projected need for materials, equipment, staff, etc.;
 - E. funding of program, cost, and future costs;
 - F. impact on other programs, e.g. enrollment.
- II. The sequence of approval for new courses or programs will be as follows:
 - A. K-12 Curriculum Committee
 - B. Curriculum Coordinator
 - C. Administrative Council
 - D. Board of Education
- III. The sequence of approval for new proposals will include the appropriate committees, Administrative Council, and the Board of Education.

Adopted: 6/18/01

Rev. 1/12/04; 9/11/06; 1/10/11; 3/12/15

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us