

### **CURRICULUM GUIDES AND COURSES OF STUDY**

Curriculum guides shall be provided, as necessary, for the various subject areas. These guides shall present at least a minimal outline for instruction and a basis for further development of the particular course.

The guides shall be designed to assist all users in strengthening and in clarifying their philosophy regarding the teaching of a subject, and will, when possible, suggest a variety of possibilities for instruction, patterns of individualization, variations of approaches, and materials.

- A. Courses of study shall establish the basis for curriculum and instruction and shall define the key components of the District's curriculum.
  1. A course of study shall be adopted for each subject taught. Each course of study shall:
    - a. Comply with the provisions of O.R.C. §3313.60;
    - b. Align with the District's vision, mission statement, and strategic plan;
    - c. Specify standards and indicators defining what the students are to know and be able to do;
    - d. Establish a scope and sequence of knowledge and skills to be taught;
    - e. Provide a basis for pupil evaluation and the need for intervention.
    - f. Address the various developmental needs for early childhood, middle childhood and adolescence through young adult students.
    - g. Be guided by Ohio's state-adopted model curriculum programs, or other curriculum models and standards assessed by the state achievement tests.
  2. Courses of study shall provide for the following topics to be a part of the curriculum: career education, citizenship, human relations, education, multicultural education, energy and resource conservation education, and instruction in study and life skills.
  3. Courses of study shall be reviewed and updated as needed.
- B. The principal, department heads, and director(s) of instruction shall see that classroom instruction adheres to the courses of study.

C. The Superintendent shall maintain a copy of all courses of study offered by this District.

Upon the request of any parent or legal guardian of a student, the parent or guardian shall be permitted to promptly examine, with respect to the parent's or guardian's own child:

- A. Any survey or questionnaire, prior to its administration to the child;
- B. Any textbook, workbook, software, video, or other instructional materials being used in connection with the instruction of the child;
- C. Any completed and graded test taken or survey or questionnaire filled out by the child;
- D. Copies of the statewide academic standards and each model curriculum developed by the State Board of Education, which shall be available at all times during school hours in each school building.

O.R.C. §3313.60  
O.A.C. §3301-35-04

Adopted: July 18, 2006