

## 503.1AP – Board Authority Board Authorized Courses

### Purpose

The Board of Education approves the use of carefully planned Board Authority-Authorized Courses that will significantly enhance the provincial curriculum and provide meaningful educational challenges for students.

### Procedure

1. Schools wishing to develop and implement a BAA course shall indicate their intention to do so, in writing, on an AP Manual - Board Authority-Authorized Course (BAA) form, to be submitted to the Assistant Superintendent – Learning Services.
2. The initiating teacher(s) and principal or designate will meet with the Assistant Superintendent and the Curriculum Advisory Body chair to discuss the intended course and to develop a timeline for preparation of course materials and the presentation of the course to the Curriculum Advisory Body.
3. Before presentation to the Board of Education, a copy of the proposed course on form AP Manual - Board Authority-Authorized Course (BAA) will be submitted to the Curriculum Advisory Body who will review the submission and make recommendations to the Board.
4. School principals will be notified in writing following Board approval of the proposed BAA course. A signed copy of the forms contained in AP Manual - Board Authority-Authorized Course (BAA) will be returned to the originating school.
5. Official copies of these forms will be retained at the District Administration Centre for review by the Ministry of Education as, per Ministry policy.
6. Once approved, any BAA course may be utilized for instruction at any school in the District, assuming the facilities, resources and personnel are available to provide the requisite instruction.
7. The Curriculum Advisory Body will periodically review BAA courses and will consider re- evaluating the course as needed.
8. Where a BAA course is not offered for instruction for three or more years, that course will no longer be registered with the Ministry of Education as an approved BAA course unless so requested by the Curriculum Advisory Body. This may necessitate a re-application process.

<b>Legal References:</b>	<i>AP Manual - Board Authority-Authorized Course (BAA)</i>
<b>Monitoring Method:</b>	<i>Board of Education / Superintendent</i>
<b>Monitoring Frequency:</b>	<i>Annual</i>
<b>Previous Policy Number:</b>	<i>AP221</i>
<b>Adopted:</b>	<i>2004.04.01</i>
<b>Amended:</b>	<i>2025.01.27</i>