

# LOCALLY DEVELOPED / ACQUIRED PROGRAMS AND COURSES

## Background

The purpose of locally developed courses is to further develop and cultivate the unique interests and abilities of students, to foster educational improvement and excellence through innovation at the school level to meet the unique needs of a community. Locally developed or acquired junior and senior high school courses permit school staff to be innovative and responsive to local and individual student needs through the development and authorization of courses at the local level.

The Division supports the local development and authorization of junior high school and senior high school courses that do not duplicate provincially authorized courses.

## Procedures

1. Locally developed/acquired and authorized junior and senior high school complementary courses are governed by Alberta Education Policy 1.2.1.
2. To authorize an LDC:
  - 2.1 School authorities prepare a submission, including course outline and local implementation details;
  - 2.2 Core submissions are sent to Curriculum Sector for review;
  - 2.3 To ensure the course meets requirements, the Curriculum Sector reviews the Core submissions;
  - 2.4 Notification requesting a board motion is sent if the course meets requirements;
  - 2.5 School authority authorizes the course and resource by formal board motion;
  - 2.6 Board motion is sent to Curriculum Sector via the Locally Developed Courses Online Management System (LDCOMS);
  - 2.7 The school authority receives a notification from Curriculum Sector including course code and implementation dates through LDCOMS.
  - 2.8 When the course expires, the process is repeated.
3. Once the board or governing body of a school authority has passed a motion to authorize the locally developed/acquired course, Alberta Education requires the following information to authorize LDC's:
  - 3.1 Name of the school authority;



- 3.2 Date of the meeting;
- 3.3 Name of the meeting;
- 3.4 Board motion number (if used in the school authority);
- 3.5 Name of the course, levels and credits being offered and reference that the authorization also includes the resources being used to teach the course;
- 3.6 If the course is developed, acquired or acquired/adapted;
- 3.7 Time period for which the course is authorized (the length of time must match the permission given if the course is acquired or acquired/adapted).

Reference: Section 3, 28, 39, 50, 60, 61, 113 School Act  
Policy 1.2.1 – Locally Developed/ Acquired and Authorized Junior and Senior High Complimentary Courses  
Policy 1.2.2 – Locally Developed Religious Studies Courses  
Policy 1.4.3 – Off Campus Education  
Guide To Education, ECS to Grade 12  
Promoting Tolerance, Understanding and Respect for Diversity: A Monograph for Educators

