
SCHOOL DISTRICT NO. 36 (SURREY)

No. 8320.1

REGULATION: DISTRICT AND COMMUNITY-INITIATED PROGRAMS (PROGRAMS OF CHOICE)

A. DISTRICT PROGRAMS

1.0 District Programs of Choice Requiring Full Time Attendance at a Particular Site

1.1 Registration

Registration procedures for district programs are addressed in Policy #9320 and Regulation #9320.1 – *Registration and Placement of Students*.

1.2 French Immersion Program

Program organization for French Immersion programs is addressed in Policy #8450 – *French Immersion* and Regulation #8450.1 – *French Immersion Programming*.

1.3 Advisory Committees

All district programs of choice shall establish advisory committees in order to seek ongoing advice from teachers, principals and parents regarding program organization and development. The Terms of Reference for such programs are the following:

(a) **Advisory committees** shall be comprised of:

- a total of up to three parent representatives derived from, as appropriate, the “founding group” or recognized organization attached to the programs; as well as from different schools in the case of multiple locations
- one representative from the District 36 Parent Advisory Council
- two representatives from the Surrey Teachers’ Association, possibly three where the programs involve elementary and secondary
- one representative from the Surrey Administrators’ Association, possibly two where the programs involve elementary and secondary, or multiple locations
- Management Committee staff
- one representative of the Board of School Trustees

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- (b) **Advisory committees** may form other subgroups or working groups to address short term or implementation needs.
- (c) **Advisory committees** shall address issues for discussion and make recommendations to the Superintendent and the Board of School Trustees regarding:
- the goals for the programs,
 - policy and regulations pertinent to the program,
 - curriculum implementation plans,
 - publicity and registration procedures,
 - locations for the program from amongst those identified as possible from the Planning Department,
 - budgetary needs of the program,
 - any special qualifications for teachers in the program within the parameters of the joint work of the Human Resources Department and the Surrey Teachers' Association, and
 - expansion or reorganization of the program.

2.0 District Programs Requiring Part Time Attendance at a Particular Site

2.1 In order to enhance accessibility and greater choice for students, the Board is committed to offering district specialty and career programs in secondary schools in various geographic regions. The district term used to describe such programs is "**District Pathways Programs**".

To this end, scheduling in secondary schools should provide flexibility, access and choice such that:

- (a) Students from all schools can access specialty and career programs such as chefs' training, some areas of technology education, and others.

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- (b) School organizations facilitate this goal.
- (c) Students and parents are aware of choices and are educated as to post secondary options and labour market trends.
- (d) Online distributed education options in the district are available to students to assist with flexibility, timetable organization and choice.

All secondary schools are encouraged to offer one or more “District Pathways Programs”, comprised of a combination of provincially approved courses, locally developed and work experience courses with recognized post secondary linkages. District Pathways Programs are open to students at the base location as well as to students from other schools.

- 2.2. District Pathways Programs will be staffed at the same ratio as regular secondary schools.
- 2.3 Groups of secondary schools in a given region are encouraged to share staffing and program spaces in order to make optimal use of Pathway Programs.
- 2.4 Schools with highly specialized teaching space are considered to be “regionalized spaces” which serve all the students of a given region.
- 2.5 Promotion and Registration
Promotion and registration of District Pathway Programs will take place through district-based and school-based communications and registries.
 - (a) Students from around the district will have opportunities during their Grade 10 year to enroll in District Pathways for the first or second semester of Grade 11.

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- (b) Registration in a Pathways Program will be open to all students. Applications may involve an interview process to ensure suitability.
- (c) Online and Distributed Learning Options
Online and Distributed Learning opportunities which bring together students from several schools will be promoted and organized through district-based and school-based communications and registries.

B. COMMUNITY-INITIATED PROGRAMS: PROCESS FOR SUBMITTING PROPOSALS

- 1.0 Prior to any consideration being made, proposed new programs must:
 - (a) Have a clearly articulated philosophy and mission statement.
 - (b) Acknowledge parental desire for programs with a particular educational emphasis.
 - (c) Fulfill a recognized educational need separate from existing programs and services.
 - (d) Conform with collective agreements.
 - (e) Be free from any religious, political, or ethnic affiliation.
 - (f) Be consistent with Board policy.
 - (g) Be available to all students in the Surrey School District.
 - (h) Be funded at the same levels with respect to resources and staff as those established for elementary and secondary schools/grades/programs.
 - (i) Be housed in facilities where space permits and which are suitable to the program.

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- (j) Be maintained without transportation assistance from the Board.
 - (k) Incur no extraordinary costs for program maintenance.
 - (l) Be subject to normal planning schedule established for the district.
 - (m) Be subject to periodic evaluations by the Board and/or Ministry of Education assessments.
- 2.0 Any community group seeking to have the Board establish a program of choice will submit a written brief to the Board which contains a clear rationale for the program as well as:
- (a) a mission statement accompanied by the goals and objectives for the program;
 - (b) a statement which sets out the educational soundness of the program for Surrey; including how the proposal is distinct from existing educational programs or fills a particular educational need not currently offered in the district;
 - (c) a clear indication of the intended school population to be served including age, grade levels, learner characteristics, and the number of students to be served including the neighbourhood communities;
 - (d) a clear understanding of the qualifications and nature of professional staff, and support staff required to offer the program;
 - (e) a clear understanding of the facilities required to offer the program both in the immediate and long term;
 - (f) evidence of community support for the program which indicates the parents have an understanding of the proposal and have or will have children who will enroll in the program;
 - (g) how students register for the program; and

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- (h) evidence of such programs' success if they are operating in other school districts.
- 3.0 Upon receipt of a proposal, the Board may direct the Superintendent to conduct a feasibility study which will set out costs and other issues including:
- (a) staffing/human resource requirements;
 - (b) facilities, both interim and long term requirements;
 - (c) curriculum development and implementation;
 - (d) administrative requirements;
 - (e) sources of funding/revenue including government, private, or corporate services and any obligations of the Board in the event outside funds are provided; and
 - (f) a proposed implementation timeline.

The Superintendent may include members of the organization proposing the program in undertaking the feasibility study.

The Board will reply to the proposal after a review of the feasibility study. Where a program is approved, the implementation will be the responsibility of the Board.

Revised: 2002-12-03
Approved: 1997-11-27

XRef: Policy #8450
Reg. #8450.1
Policy #9320
Reg. #9320.1
