

Fremont Union HSD 6000 - E 6141 – Instruction Preliminary Course Proposal Form

This is a: New FUHSD Course Revision of a Current Course
----- Check One -----

While you need not address every bullet below, when completing this form, answer questions as thoroughly and with as much detail as possible to provide sufficient justification for offering this course.

1. Why is this new course or substantial revision to an existing course being proposed? Initiators are asked to provide:
 - Research data that provides a rationale
 - Student performance or context data that illustrates need
 - What would students get from this course that is not currently available in other FUHSD course offerings?
2. How does this course fit within the school’s plan, priorities and student achievement goals? What specific plans, priorities or student achievement goals does it support? How?
3. Who might be concerned about this course addition or revision? Initiators are asked to consider all possible objections to the offering/revision of this course from teachers in the initiating school, teachers at other schools (in the same department or in other departments), parents, administrators, and the community. How will these concerns be addressed?
4. What financial implications can you anticipate? The initiators should address:
 - Whether they believe the course will require “adding sections” or simply be a course that students will take instead of something else within that department.
 - Whether the course will impact enrollment in other courses (in the same department or in other departments)
 - Whether the course will require specialized facilities or equipment
 - Whether the course will require new textbooks or other instructional materials
 - Whether the course will require teacher preparation and training
 - Other possible HR and/or staffing concerns
 - Other possible financial implications
5. In what way will the course development process address the concern that the course becomes a coherent addition to the existing district curriculum (and not just an ad hoc endeavor of one teacher)? The initiator should describe:
 - How this course relates to the state standards in this subject area.
 - What other course curricula (prerequisites, partner classes, sequels) will be used in the process of course revision or development.
 - How multiple teachers within and across schools will be involved in development of the course syllabus.
6. Include, with this proposal form, a listing and brief description of the major units of study for this course.

Signature of Initiator(s): _____ Date: _____

Signature of Principal: _____ Date: _____

Note: Principal’s signature indicates that the school is interested in offering course and that it fits with the school plan and goals. The Principal has also considered all of the implications to available funding for the section(s), purchase of materials, affects on master schedule, etc. and is prepared and able to offer this course on his/her campus.

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Preliminary Course Proposal Form**

Date of Submission (Please include Month, Day and Year)	
1. Course Title	5. Subject Area <input type="checkbox"/> History/Social Science <input type="checkbox"/> English <input type="checkbox"/> Mathematics <input type="checkbox"/> Science <input type="checkbox"/> Modern Language <input type="checkbox"/> Visual & Performing Arts <input type="checkbox"/> Intro <input type="checkbox"/> Advanced <input type="checkbox"/> College Prep Elective
2. School Name	
3. Grade Level(s) for which this course is designed <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	
4. Seeking Honors or AP Designation? <input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Is this course modeled after a course from another school or organization (e.g. The College Board, AVID, etc.) <u>outside</u> of FUHSD? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, which school(s)/Organization? _____ Course title at other schools _____	
7. Brief Course Description	
8. Recommend precursory courses:	
9. Has this course been submitted for FUHSD previously? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, date(s) of previous submission? _____ Title of previous submission? _____ Reason for previous denial of submission? _____ _____	
10. What are the approximate costs of each textbook or other materials needed for this course?	