

ORANGE COUNTY
BOARD OF EDUCATION

AGENDA ITEM ABSTRACT

Meeting Date: December 10, 2012

AGENDA
ITEM No. 12-12-11

ACTION: (Y/N) Y

SUBJECT: Student Course Additions/Deletions 2013-2014

INFO. CONTACT: Dr. Denise Morton/Patricia Harris PHONE: 919-732-8126

- ATTACHMENTS:
1. Addition/Elimination of Course Offerings Policy and Procedures #3105
 2. Course Review Committee and Course Addition/Elimination Proposals
 3. Course Addition/Elimination Request Descriptions

PURPOSE: To provide the Board of Education with staff recommendations for the addition and elimination of high school courses for the 2013-2014 school year.

BACKGROUND: Board Policy #3105 Addition/Elimination of Course Offerings requires district staff to conduct a review process prior to considering the addition or elimination of courses for the following school year. Five new course offerings are being recommended for addition to the curriculum guide, along with one course elimination.

A district committee reviewed high school course additions and elimination proposals. The approved list of course additions and eliminations was forwarded to district senior leadership for their review. At the Superintendent's request, the attached courses are being presented to the School Board in compliance with Board Policy #3105.

FINANCIAL IMPACT: Please refer to course addition request forms in the section entitled "Estimated Costs".

RECOMMENDATION: The Superintendent recommends the Board of Education approve the proposed course additions and eliminations for the 2013-2014 school year.

ADDITION/ELIMINATION OF COURSE OFFERINGS

Date Reviewed/Approved: 12/06/2004

Policy Number: 3105

Rescinds Policy Number: ICE

Issued: 2/28/79

The Orange County Board of Education supports a wide array of course offerings. To support the changing needs and interests of our students, new courses may be added and existing courses eliminated.

New courses that are in the North Carolina Standard Course of Study and new courses not in the North Carolina Standard Course of Study require a review process. This process includes completion of a Course Addition Report, input from the School Governance Council/parents, and approval of the superintendent preferably prior to student registration. The resources needed to support the course should be included in the school and/or system budget for the following school year. Support for the course does not guarantee school and/or system funding.

Existing courses to be considered for elimination also require a review process. This process includes completion of a Course Elimination Report, input from the School Governance Council/parents, and approval of the superintendent or designee prior to omitting the course from student registration for the following year. The redirection of resources that support the course should be reflected in the school and/or system budget for the next school year.

Issued: 12/09

PROCEDURE TO ADD OR ELIMINATE A COURSE

1. An individual or group in a school who wishes to add or eliminate a course must obtain and complete a *Course Addition Request* or a *Course Elimination Request* and submit it to the principal.
2. The principal will request written feedback from the School Improvement Team.
3. If the principal supports the recommendation, the principal will submit the *Course Addition/Course Elimination Request* and written feedback to the Director of Secondary Instruction prior to October 1.
4. The Director of Secondary Instruction will review the information and consider many factors including the impact of adding this course across the district. The plan must include the financial impact of adding or eliminating a course and which funds will be used to support the addition or elimination of a course.
5. Following a review of the school's *Course Addition/Course Elimination Request(s)*, the Director of Secondary Instruction will provide recommendations directly to the principal.
6. The principal will be given two weeks to review the district's recommendations in order to make revisions to the *Course Addition/Course Elimination Request(s)*.
7. The principal will provide a revised *Course Addition/Course Elimination Request* form to the Director of Secondary Instruction.
8. The Director of Secondary Instruction will convene a Course Review Committee, per Board Policy, to review each course. The district committee will consist of teachers, school administrators, and parents and will reflect the demographics of the school.
9. The Superintendent's senior staff will review and approve recommendations and then forward to the Board of Education.
10. The Board of Education will provide the vote to approve or deny each course addition and/or course elimination.
11. This process should be completed prior to January 1st of each school year.

Course Review Committee

1. Heidi Lemay, Orange High School Parent
2. Patricia Harris, Director of College and Career Readiness
3. Jason Johnson, Orange High School Principal
4. Zevalda McPherson, Cedar Ridge High School Parent
5. Dr. Denise Morton, Chief Academic Officer
6. Claire Porter, Director of Secondary Instruction
7. John Wheeler, Cedar Ridge High School Principal

Course Addition Proposals Orange County Schools December 10, 2012

The following courses were submitted by classroom teachers, with approval from the building principal, or by district staff.

Course Name	Submitted By
Alternate Math II (originally called Applied Math II) *Adopted by State Board of Education	CRHS, OHS, and PA
AP Human Geography	CRHS and OHS Social Studies Departments
Common Core Geometry * Adopted by State Board of Education	District Staff
Common Core Algebra II *Adopted by State Board of Education	District Staff
Digital Electronics	OHS and District Staff

New courses that are in the North Carolina Standard Course of Study and new courses not in the North Carolina Standard Course of Study require a review process. This process includes completion of a Course Addition Report and review by a district course review committee.

**Course Review Committee
Course Elimination Proposals
Orange County Schools
December 10, 2012**

The following course eliminations were submitted by district staff.

Course Name	Submitted By
Prostart I and II	CRHS and District Staff

Course Eliminations require a review process. This process includes completion of a Course Elimination Report and review by a district course review committee.

Course Addition Request

Print Form

for

School Year 2013-2014

Procedure Number 3105-P

School Cedar Ridge High School, Orange High School, Partnership

Person Making the Request/Title Angela Wimberly and Shelley Faucette

Title of Proposed Course Alternate Math II (formerly Applied Math II)

Department/Subject Area Mathematics

Units of Credit 1

Course Prerequisites Applied Math 1

Principal's Signature

10-22-12 Date

1. In four-five sentences, explain the course as you wish for it to appear in the district's course guide.

Course Description:

This consumer based math course details how math shows up in everyday situations as well as reinforcing basic math skills. Topics include mortgages and loans, credit, wages and salaries, budgets, taxes, the stock market, and more.

2. What is the major justification for addition of this course?

We need to provide a 4th math course for opt out students.

3. Is this course in the North Carolina Standard Course of Study? [X] YES [] NO

4. What is the anticipated/total enrollment for the course over a two-year period? Include number of periods offered and students enrolled in each period.

Orange High and Cedar Ridge anticipate one section at each school with no more than 20 students in each section.

5. How will the new class impact the current schedule and student/teacher ratio by period and department?

This course replaces Technical Math 2 so no changes.

6. What is the staffing plan? Estimate costs.

No changes.

7. Specify the textbooks, instructional supplies, technology needs and materials needed to teach this course.

Estimate costs.

Walch Education Consumer Math Reproducible Teacher Book - \$36.00 each.
SKU: 028528
ISBN: 0-8251-2852-8
ISBN13: 978-0-8251-2852-3
walch.com

8. What are the classroom needs?

Classroom Space

no changes

Furniture

no changes

Estimated Costs

$\$36 \times 3 = \108 plus tax and shipping

Are outside resources available to support this course? (i.e. grants, partnerships, college/university partner, etc.)

If so, please explain.

none known

9. Provide a course outline of content and sequence of the proposed course.

*If your course request includes honors level credit, please review the state guidelines for requesting an honors level course at:

www.ncpublicschools.org/curriculum/honorsguide

see teacher edition referenced above

10. Submit the *Course Addition Request* to the Director of Secondary Instruction.

Course Addition Request

Print Form

for
 School Year
 Procedure Number 3105-P

School	<input type="text" value="CRHS"/>
Person Making the Request/Title	<input type="text" value="Amy Efland; Roger Orstad"/>
Title of Proposed Course	<input type="text" value="AP Human Geography"/>
Department/Subject Area	<input type="text" value="Social Studies"/>
Units of Credit	<input type="text" value="1 (Elective)"/>
Course Prerequisites	<input type="text" value="World History"/>


 Principal's Signature

10-9-12
 Date

1. In four-five sentences, explain the course as you wish for it to appear in the district's course guide.

Course Description:

The purpose of the AP course in Human Geography is to introduce students to the systematic study of patterns and processes that have shaped human understanding, use, and alteration of Earth's surface. Students employ spatial concepts and landscape analysis to examine human social organization and its environmental consequences. They also learn about the methods and tools geographers use in their science and practice. On successful completion of the course, the student should be able to:

- * Use and think about maps and spatial data
- * Understand and interpret the implications of associations among phenomena in places
- * Recognize and interpret at different scales the relationships among patterns and processes
- * Define regions and evaluate the regionalization process * Characterize and analyze changing interconnections among places

2. What is the major justification for addition of this course?

To provide AP opportunities for 10th graders. As of now, AP Social Studies courses are only available for upperclassmen. To diversify the AP offerings in the Social Studies department as well as CRHS.

3. Is this course in the *North Carolina Standard Course of Study*? YES NO

4. What is the anticipated/total enrollment for the course over a two-year period?
 Include number of periods offered and students enrolled in each period.

50-60 students based on 1 period per school year w/25-30 students enrolled in that class.

5. How will the new class impact the current schedule and student/teacher ratio by period and department?

Since we are adding US History 1 & 2 to the curriculum in 2013-2014, AP Human Geography should not impact the present student/teacher ratio.

6. What is the staffing plan? Estimate costs.

Since a new teacher will be added for US History 1 & US History 2, there will not be any additional staff needed. There will also be no other costs b/c I am already trained in AP Human Geography & certified.

7. Specify the textbooks, instructional supplies, technology needs and materials needed to teach this course.

Estimate costs.

Textbook-Only 1 textbook per student will be needed, estimated cost \$70.00 each (I can provide a list of the textbook options).
No technology needs due to the one to one initiative.
Due to the fact that I have taught this course in a virtual environment, I am well versed when it comes to virtual resources.

8. What are the classroom needs?

Classroom Space

1 classroom

Furniture

No additional resources are required

Estimated Costs

No additional resources are required except textbooks at approximately \$70.00 each. However, with 1 to 1 initiative, textbooks are not necessarily essential.

Are outside resources available to support this course? (i.e. grants, partnerships, college/university partner, etc.)
If so, please explain.

There are a number of outside resources available to support this course, however, the decision to use them will depend upon course enrollment & needs at the time.

9. Provide a course outline of content and sequence of the proposed course.

*If your course request includes honors level credit, please review the state guidelines for requesting an honors level course at:
www.ncpublicschools.org/curriculum/honorsguide

http://www.collegeboard.com/student/testing/ap/sub_humangeo.html

<http://apcentral.collegeboard.com/apc/public/repository/ap-human-geography-course-description.pdf>

10. Submit the *Course Addition Request* to the Director of Secondary Instruction.

Course Addition Request

Print Form

for

School Year 2013-2014

Procedure Number 3105-P

School	District Request
Person Making the Request/Title	Patricia Harris
Title of Proposed Course	Common Core Geometry/Common Core Algebra II
Department/Subject Area	High School Math
Units of Credit	1
Course Prerequisites	Common Core Math 1 or Algebra I



 Principal's Signature

12-3-12

 Date

1. In four-five sentences, explain the course as you wish for it to appear in the district's course guide.

Course Description:

Common Core Geometry is the second in the new sequence of high school math courses developed using national common core math standards.

2. What is the major justification for addition of this course?

The State Board of Education approved the new Common Core Math courses statewide.

3. Is this course in the *North Carolina Standard Course of Study*? YES NO

4. What is the anticipated/total enrollment for the course over a two-year period?

Include number of periods offered and students enrolled in each period.

These are required courses for graduation.

5. How will the new class impact the current schedule and student/teacher ratio by period and department?

It will not have an impact, will replace the current Geometry/Algebra II courses.

6. What is the staffing plan? Estimate costs.

Current staff is adequate.

7. Specify the textbooks, instructional supplies, technology needs and materials needed to teach this course. Estimate costs.

Electronic ebooks will be used.

8. What are the classroom needs?

Classroom Space

Existing facilities are adequate.

Furniture

None needed.

Estimated Costs

None at this time.

Are outside resources available to support this course? (i.e. grants, partnerships, college/university partner, etc.) If so, please explain.

No.

9. Provide a course outline of content and sequence of the proposed course.

*If your course request includes honors level credit, please review the state guidelines for requesting an honors level course at: www.ncpublicschools.org/curriculum/honorsguide

See Orange County Schools website "Common Core" tab or NCDPI website under Standard Course of Study.

10. Submit the *Course Addition Request* to the Director of Secondary Instruction.

Course Addition Request

Print Form

for
School Year 2013-2014
Procedure Number 3105-P

School: OHS

Person Making the Request/Title: Patricia Harris - Director of College and Career Readiness and Jerry Yale- OHS Teacher

Title of Proposed Course: Digital Electronics

Department/Subject Area: Career and Technical Education

Units of Credit: 1.0

Course Prerequisites: Intro to Engineering and Design


Principal's Signature

_____ Date

1. In four-five sentences, explain the course as you wish for it to appear in the district's course guide.

Course Description:

Digital Electronics is a study of electronic circuits and is the foundation of all modern electronic devices such as cellular phones, MP3 players, laptop computers, digital cameras and high definition televisions. Students will be exposed to the design process of logic design, teamwork, communication methods, engineering standards and technical documentation.

2. What is the major justification for addition of this course?

For district K-12 Science, technology, engineering, and math initiative, OHS will be expanding the Project Lead the Way Engineering curriculum. Two courses have already been implemented and students are prepared to move forward with the Digital Electronics course.

3. Is this course in the *North Carolina Standard Course of Study*? YES NO

4. What is the anticipated/total enrollment for the course over a two-year period?
Include number of periods offered and students enrolled in each period.

We expect for the first year to offer one section of 20-22 students and then approximately 2 sections the following year.

5. How will the new class impact the current schedule and student/teacher ratio by period and department?

NA

6. What is the staffing plan? Estimate costs.

NA

7. Specify the textbooks, instructional supplies, technology needs and materials needed to teach this course. Estimate costs.

\$8000 for software and supplies. Textbook not needed.

8. What are the classroom needs?

Classroom Space

Already in place

Furniture

Already in place

Estimated Costs

NA

Are outside resources available to support this course? (i.e. grants, partnerships, college/university partner, etc.)
If so, please explain.

Curriculum from Duke Project Lead the Way.

9. Provide a course outline of content and sequence of the proposed course.

*If your course request includes honors level credit, please review the state guidelines for requesting an honors level course at:
www.ncpublicschools.org/curriculum/honorsguide

This course is already an honors credited course which has been approved by the state. When OHS becomes certified the course is worth two extra grade points towards gpa.

10. Submit the *Course Addition Request* to the Director of Secondary Instruction.

Course Elimination Request

Print For

for
School Year 2012-2013
Procedure Number 3105-P

School: Cedar Ridge High School

Person Making the Request/Title: John Wheeler/Patricia Harris

Title of Proposed Course: Prostart I and II

Department/Subject Area: Career Technical Education - Family and Consumer Science

Units of Credit: 1.0

Course Prerequisites: Foods I


Principal's Signature

11-28-12
Date

1. What is the major justification for elimination of this course?

We thought this would be a possible route for our students to be certified with the National Restaurant Association. For various reasons such as needing over 400 hours internship with a local restaurant and passing the National Certification Exam, it is very difficult for our students to earn the certification. We also discovered that many of our area culinary programs do not honor this certification. Also with the start of the Career and College Program with area community colleges, our students will be able to pursue at Alamance Community College.

2. Is this course mandated by law? YES NO

3. Is this course in the North Carolina Standard Course of Study? YES NO

4. What is the anticipated/total enrollment for the course over a two-year period? Include number of periods offered and students enrolled in each period.

We have only had 8 - 10 students to make it to Prostart II.

5. What is the impact on students who need to meet graduation requirements and qualify for post-secondary opportunities?

NA

6. If this course is eliminated, what changes would occur in the staffing plan? Estimate financial gain.

NA

7. How will the elimination of this course impact the current schedule and student/teacher ratio by period and department?

It will actually increase. The school will be able to offer more sections of Foods I and begin Foods II.

8. What textbooks and instructional supplies and materials would be redirected?

Materials can be sent back to the company and we will receive reimbursement of approximately \$1500 which will be used to support the increased enrollment.

9. What space, if any, would this make available?

NA

10. What furniture would this make available?

NA

11. What technology tools (hardware/software) would become available?

NA

12. What is the likelihood that this course would be reinstated at some future date?

None

13. Attach any other relevant information.

NA

10. Submit the *Course Addition Request* to the Director of Secondary Instruction.