

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 203
PROGRAM**

COURSE GUIDES

A Course Summary Document (Curriculum Guide) shall be prepared for each course of study in order to direct and assist the professional staff toward the attainment of goals sought by that course of study. Each course guide shall contain learning targets of the course concepts and skills to be taught.

Each teaching staff member shall conduct the minimum assigned instructional program in accordance with the curriculum guide. Any deviation from its content must be approved by the Educational Services Department in advance of instruction.

The Superintendent shall be responsible for the preparation of curriculum guides and shall develop a plan for such preparation which includes the participation of appropriate staff members and resource personnel. All new curriculum guides and revisions of existing guides shall be submitted to the Educational Services Department for approval before they are implemented.

Copies of all current curriculum guides shall be kept on file in the Educational Services Department.

Adopted: August 29, 1979
Revised: September 12, 1995
August 12, 2014