## **Cottonwood Joint School District No. 242**

## **INSTRUCTION**

## Basic Skills and Work Skills

The curriculum shall be evaluated to assure compliance with the State minimum requirements for teaching of basic skills and work skills and for total instructional hours. It shall be adapted as necessary to provide the best possible educational opportunities for the students and patrons of the District.

The respective building principals will:

- 1. Analyze any proposed course schedule to assure compliance with the minimum requirements for basic skills, work skills, and total hours of instruction offered;
- 2. Review any change in the schedule to assure continued compliance;
- 3. Retain as a permanent record the final printed schedule of course offerings to verify compliance with the requirements for both the mix of work skills and basic skills instruction and the total hours of instruction made available to students; and
- 4. Maintain a record of temporary deviations from the regular schedule, such as assemblies, in order to monitor the continued compliance with the minimum percentage requirements for work skills, basic skills and "other" instructional activities.

Legal Reference: IDAPA 08.02.03.140 Workforce Skills

Policy History: Adopted on: April 18, 2016 Revised on: