

COLCHESTER SCHOOL DISTRICT**POLICY: INSTRUCTION****DATE ADOPTED: December 1, 2009****SECTION I - GENERAL:**

- A. Instruction shall be regarded as the most important function of our schools. The philosophy guiding this instruction shall be founded on a belief in the dignity and worth of each individual. Instruction shall be concerned with the development of each child; his/her scholastic achievement, his/her mental, emotional, physical and social growth. Thus, in the education of the child, individual differences as well as common tendencies shall be taken into account. No instruction shall purposely violate the personal, political, religious or cultural beliefs of a student or his/her family. Instruction should present opposing sides of controversial issues, so that with guidance young citizens may develop critical thinking.
- B. Primary objectives of instruction shall be intellectual and personal development leading towards excellence in the skills of learning, an inquiring mind, an ability to make sound judgments, an appreciation of the great cultures and responsible citizenship in our democracy. To these ends, opportunities shall be provided regularly for active participation in a broad range of educational experience by all students.
- C. All such education experience shall be organized into a purposeful curriculum, based on the ideals stated above and with due regard to individual abilities. It shall be subject to continuous study and evaluation and revised as improvement is indicated.

SECTION II - CURRICULUM:

- A. The curriculum shall be understood to embody all instructional activities. Instruction in each grade, and at each level, shall be integrated and coordinated so as to provide for the continuous development of the pupil.
- B. The evaluation and development of the curriculum as a whole shall be under the general direction of the Superintendent. He/she shall be assisted in this process from time to time by teachers, supervisors, other members of the professional staff and students selected in such a way as to give broad representation to subject areas, grade levels and special services.
- C. No major change in subjects shall be made or courses added or dropped without approval of the Board of Education.

Legal Reference:

V.S.A. Title 16 § 563

Last Adopted: April 6, 2004
Date Warned: November 13, 2009
First Reading: November 17, 2009
Second Reading: December 1, 2009

- D. All members of the professional staff shall be encouraged to study developments in curricula and to make recommendations for changes.

SECTION III - CLASS SIZES AND LOCATIONS:

- A. The recommended class size shall be determined by nature of subjects taught, grade level and the classrooms and teachers available. Though a considerable range shall be allowed to accommodate these factors, as a matter of policy, every effort shall be made to avoid having more than 30 students in an academic class.
- B. The grade structure of the Colchester School District shall be determined on the basis of classroom space available within the school buildings of the District.
- C. Grouping in homerooms shall be heterogeneous; that is, each class shall include pupils with a wide range of abilities. However, in subject fields, it may be advisable to have homogenous groupings.

SECTION IV - TEXTBOOKS, SUPPLIES, MATERIAL AIDS:

- A. Textbooks: Textbooks which are deemed necessary or desirable for instruction in the Colchester Schools shall be lent to pupils without charge. Pupils shall be held responsible for loss of textbooks or for damage beyond normal wear.
- B. Instructional Supplies: Funding consistent with the annual budget approved by the voters.
1. General Supplies: Certain supplies which are considered essential to instruction shall be furnished without charge to pupils.
 2. Physical Education Supplies: The Board of Education shall include in the budget funds for the purchase of supplies and equipment it deems necessary for the physical education program.
 3. Co-Curricular Program Supplies: It is the intention of the Colchester School District to fund its programs through the general fund budget approved by the voters whenever possible and practical. However, we do not want to limit the co-curricular program when other methods of funding exist. The School District will provide the essential non-individual specific equipment to operate each program when pre-designated in the budget. Individuals will be responsible for the purchase of individual equipment as needed. The individual or the School District shall retain ownership of equipment purchased by them. The Board may approve an activity that may require funding from outside sources.
 4. Other Materials: Supplies shall be furnished without charge to all pupils for their regular class projects. Materials used for special projects shall be paid for by the

students.

- C. Selection of Educational Materials: The selection of educational materials is governed by the Board's Material and Instructional Activity Selection, and Review Policy.
- D. Other Teaching Aids:
1. Audio-Visual Aids: The selection, storage and circulation of audio-visual instructional aids shall be the responsibility of building principals which may be delegated to an audio-visual or librarian coordinator, when one is appointed to his/her school unit.
 2. Magazines, Workbooks, Newspapers, Weekly Readers: These and similar essential educational materials which are consumed, or which cannot ordinarily be used a second time, will be provided for at District expense.
 3. Field Trips: See Colchester School District policy on field trips.

SECTION V - MUSIC INSTRUMENTS:

1. Students are expected to provide their own instruments or to make rental arrangements. The school district wishes to make available to students quality band instruments that are well maintained in instances where the instrument is cost prohibitive. A reasonable rental fee to students using district owned musical instruments offers equity with students who rent from outside firms and allows the district to provide annual maintenance for instruments.
2. Students using school owned musical instruments shall pay a \$50 per year rental fee. Exception to the fee will be made when:
 - a. The student is playing the instrument at the request of the director.
 - b. The fee presents a financial hardship for the family.
 - c. The instrument is used by more than one student simultaneously in which case a mouthpiece fee of \$10 will apply.

The school shall be responsible for upkeep and general maintenance of the instrument. The student is responsible for repairing any damage that occurs outside general wear and tear. The instrument must be returned in its present condition immediately upon discontinuance of the instrumental music program, or upon the request of the director or the administration. The instrument must be returned at the end of the school year for routine maintenance.

The money generated from these fees will be placed in a fund to be used for instrument maintenance and replacement. Each school's funds will be kept separate and used for that school's instrument needs.

SECTION VI - VOLUNTEER HELP:

- A. The use of resource people and volunteer help within school buildings and on school grounds is to be encouraged as it enables our school to provide added enrichment to its programs.
- B. The use of volunteer help within school buildings and on school grounds does not place on such help the responsibility of supervising children, as the schools' personnel have a legal duty to protect the pupils in their schools from reasonably foreseeable risk or harm.