

REGULATION #8320.1 COMMUNITY-INITIATED PROGRAMS: PROCESS FOR SUBMITTING PROPOSALS

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1.1. Prior to any consideration being made, proposed new programs must:

- a) Have a clearly articulated philosophy and mission statement.
- b) Acknowledge parental desire for programs with a particular educational emphasis.
- c) Fulfill a recognized educational need separate from existing programs and services.
- d) Conform with collective agreements.
- e) Be free from any religious, political, or ethnic affiliation.
- f) Be consistent with board policy.
- g) Be available to all students in the Surrey school district.
- h) Be funded at the same levels with respect to resources and staff as those established for elementary and secondary schools/grades/programs.
- i) Be housed in facilities where space permits and which are suitable to the program.
- j) Be maintained without transportation assistance from the board.
- k) Incur no extraordinary costs for program maintenance.
- l) Be subject to normal planning schedule established for the district.
- m) Be subject to periodic evaluations by the board and/or Ministry of Education assessments.

1.2. Any community group seeking to have the board establish a program of choice will submit a written brief to the board which contains a clear rationale for the program as well as:

- a) A mission statement accompanied by the goals and objectives for the program.
- b) A statement which sets out the educational soundness of the program for Surrey; including how the proposal is distinct from existing

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educational programs or fills a particular educational need not currently offered in the district.

- c) A clear indication of the intended school population to be served including age, grade levels, learner characteristics, and the number of students to be served including the neighbourhood communities.
- d) A clear understanding of the qualifications and nature of professional staff, and support staff required to offer the program.
- e) A clear understanding of the facilities required to offer the program both in the immediate and long term.
- f) Evidence of community support for the program which indicates the parents have an understanding of the proposal and have or will have children who will enroll in the program.
- g) How students register for the program.
- h) Evidence of such programs' success if they are operating in other school districts.

1.3. Upon receipt of a proposal, the board may direct the superintendent to conduct a feasibility study which will set out costs and other issues including:

- a) Staffing/human resource requirements.
- b) Facilities, both interim and long term requirements.
- c) Curriculum development and implementation.
- d) Administrative requirements.
- e) Sources of funding/revenue including government, private, or corporate services and any obligations of the board in the event outside funds are provided.
- f) A proposed implementation timeline.

The superintendent may include members of the organization proposing the program in undertaking the feasibility study.

The board will reply to the proposal after a review of the feasibility study. Where a program is approved, the implementation will be the responsibility of the board.

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