

Santa Barbara High School District
NEW COURSE APPROVAL

I. The teacher proposing the new course of approval will submit this completed form, along with 10 copies of the form, to the Administrative Curriculum Committee on or by: December 19, 2013.

II. If a new textbook needs to be purchased for the new course, please remember to complete the 'Request for Textbook Adoption (Non- Primary State Adoption)' form.

III. Description of Proposed Course.

Before you complete this form, please make sure that you have considered the following questions:

- *Is there a similar course already being taught at another site?*
- *Have I looked through the district course catalog to make sure that the course doesn't already exist?*

- A. Title of course: Service Learning
- B. Length of course (semester, year long): Year long, and outside of the regular school day (Monday and Wednesday evenings). We would like it to be a variable unit course (between 1-5 units of credit) so that a wide range of students can participate and earn credit for the Service Learning projects that they undertake. Some Business Teams inherently require a bigger time commitment than others, which can overburden students. A variable unit structure will foster a greater feeling of equity and encourage students to give what they can rather than giving too much at the expense of other commitments. A variable unit structure will also create a sense of equity, inclusivity, and accessibility to all volunteer and service learning opportunities. We want all DPEA students to be able to participate in Service Learning projects without having the commit to a 5 unit course. The units they earn will depend completely on the Service Learning work that they do.
- C. Targeted population (please circle all that apply)
Special Education GATE English Language Learners **DPEA students**
- D. Description of the standards taught in the course.
The DPEA Service Learning class will offer training in skills essential to running the Engineering Academy and participating/serving on one of our Business Teams, including:
- Business Communication skills such as presentations and grant writing
- Journalism skills
- Financial skills such as accounting and purchasing
- Graphic skills such as design and web content
- Media skills such as photography, video, and editing
- Organizational and time management skills
-Project development and implementation skills
-Human resources management skills

The course will also give students the opportunity to serve the DPEA, DPHS, and larger community in a variety of ways: through community service projects, outreach efforts including tutoring and student support efforts at local schools, a range of social events, etc. Students will develop ideas and work in groups to bring these ideas to fruition. They will plan their projects and harness the human resources and other resources necessary to execute/implement their visions. All projects undertaken will have a service component to them.

There are a variety of ways that DPEA students can serve the DPEA, DPHS, and the larger community, and creating a variable unit structure will encourage students on the Business Teams to volunteer for other Service Learning opportunities (such as helping teachers inventory materials, landscape around the building, and support the peer tutoring program, etc). All of these types of service are vital to the sustainability of the DPEA. Furthermore, if a core group of DPEA Service Learning students lead/facilitate and participate in such activities, this can motivate other DPEA students to volunteer and work alongside them, creating a greater sense of community and giving students the opportunity to develop and implement a wide range of Service Learning projects.

A DPEA teacher will lead the class, with additional support offered by volunteer mentors with specialized expertise.

If you need more room to answer the questions than what is allotted, please continue onto an additional sheet of paper and attach to form.

- E. What A-G requirement does it fulfill? (High School Course only) It will not fulfill any A-G requirements.
- F. Does the course have targeted ability level? If so, what is the designation of the course? (AP, Honors, College Prep) It does not have a targeted ability level. It is specifically for DPEA students.
- G. Explain the rationale for the creation of the course. What need does it fulfill?
Since 2008, seniors in the Dos Pueblos Engineering Academy have participated in Business Teams that run the program like a small business. The teams have adult mentors who are volunteers from the community. There are currently over 20 business teams that cover all aspects of the DPEA: <http://www.dpeengineering.org/dpea-business-teams>
As the DPEA grows to its enrollment of 400+ students, there is a need to include underclassmen in the business teams and to formalize the organization of the business teams. This process can begin with a Service Learning class through the DPEA where students will receive instruction and applied experience with a variety of skills. This class will be a platform for offering a broader leadership model for the Engineering Academy.
- H. Describe the instructional materials used. Include the cost of instructional materials. Instructional materials will include the resources contained in the DPEA facility. Students will utilize classrooms, computer labs, etc. There will be minimal cost of instructional materials.
- I. Describe any other costs associated with the course. What will be your source of funding for these materials? Any costs associated with this course will be largely supported by DPEA Foundation.
- J. What is the targeted grade level of this course? DPEA 9th-11th grade students Justification for targeted grade level: Answered in G, above.
- K. Describe how this course fits into the sequence of courses already being offered at your site. Answered in G, above.
- L. What credential(s) are required to teach this course? A secondary teaching credential. Additional training? Because it is so similar to a Student Government / Leadership course, it does not require specialized training.
- M. Are there any partnerships with outside agencies? (businesses, community programs, colleges, grants). If yes, please explain. The DPEA has many community, school, and industry partnerships, and they all support this course because the course formalizes the Business Team structure that we have been utilizing for many years. A full list of our sponsors can be found on our website, here: http://dpeengineering.org/academy/sponsors/corporate_partners2

IV. Site Level Approval Signatures

_____ Date	_____ Date
Teacher Proposing Course	Department Chair
_____ Date	_____ Date
Additional Teacher (Same Department)	Head Counselor
_____ Date	
Principal	

The Administrative Curriculum Committee will review the proposed course and forward the proposal to all secondary sites for approval and review.

V. Other Site Level Approval Signatures.

Date of meeting in which the proposed course was discussed _____

Approved

Denied (include rationale for decision if denied)

Date

Chairperson of Department

After obtaining signatures, please forward this document to the Administrative Curriculum Committee at the District Office. This committee will review the forms and forward the completed proposal to the Associate Superintendent.

Date _____

Associate Superintendent