

Executive Summary: **Planned Course for Communication and Study Skills**

Proposal:

The Special Education Department with the support and cooperation of the Secondary Education Department proposes a Communication and Study Skills course designed to provide students with intensive instructional support during the school year to prevent course failures and reduce the need for credit recovery.

Actions to Date:

- Provide instruction in communication skills, note-taking, and presentation skills.
- Give students the fundamental life skills necessary for survival in the world of work.
- Improve the GPA of students for the core curriculum and general education courses based on the approved assessment measurements.
- Increase graduation co-hort rates.
- Increase the number of mentoring relationships between faculty and students.
- Establish informal study groups.
- Increase the level of academic productivity of students.

Financial Implications:

Course materials will be purchased with IDEA funds.

Recommendation:

That the Board of School Directors approves the Communication and Study Skills Planned Course.