

**PROCEDURE 2111: INSTRUCTION IN BASIC SKILLS AND
WORK SKILLS**

At the beginning of each school year, principals shall:

1. Review school schedules to assure compliance with the minimum requirements of WAC 180-16-200 for basic skills, work skills, and total hours of instructional offering;
2. Maintain records of schedules and program 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
3. Provide data for reports to the Office of State Superintendent of Public Instruction.