

**NOVA CLASSICAL ACADEMY**  
**MANUAL OF POLICIES APPROVED BY THE BOARD OF DIRECTORS**

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**POLICY NP 502:**  
**PARENTAL CURRICULUM REVIEW POLICY**

**I. PURPOSE**

The purpose of this policy is to outline Nova Classical Academy's procedures for families to review Nova Classical's curriculum and for parents/guardians to elect to have their children opt out of part of Nova Classical's curriculum. This policy meets Minnesota's statutory requirements and recognizes that Nova Classical needs to hold students accountable for state and federal standards as well as Nova Classical's own academic standards.

**II. GENERAL STATEMENT OF POLICY**

The Board of Directors of Nova Classical Academy has provided these procedures for a parent, legal guardian, or an adult student, 18 years of age or older, [hereafter collectively referred to as parents/guardians] to review the content of the instructional materials to be provided to a minor child or to an adult student and, if the parents/guardians object to the content, the procedures for the parents/guardians to provide alternate instruction.

**III. CURRICULUM REVIEW PROCEDURES**

Parents/guardians may request to view any of Nova Classical's curricular or instructional materials at any time during the school year by contacting the Academic Director. The requested materials will be provided for review as they are available. The school personnel will let the parents/guardians know when the materials will be available for review and when the materials need to be returned. The school personnel may also request that the parents/guardians review the materials at Nova Classical. Parents/guardians are responsible for the cost of repairing or replacing any materials damaged or lost during the parental review process.

Further questions about the materials should be directed to the Academic Director.

Additional concerns or complaints regarding curricular materials beyond opting out should be addressed through the process set out in Nova Classical's policy NP 501 (Curriculum).

**IV. OPT OUT PROCEDURES**

After review of materials, parents/guardians who find any material objectionable may arrange for alternate instruction for the student. Parents/guardians must provide advance written notice of their intent to provide alternate instruction and for which topics/subjects, but need provide no reason for their choice. This notice

must be accompanied by a detailed account, in writing, of how alternate instruction will be delivered to the student.

If the exempted subject is required for credit to graduate or for advancement to the next level, the school and the family will create a course plan for alternate credit to be earned. Nova **Classical** retains the right to deny credit or advancement.

If any of the exempted material is required by Minnesota or federal standards, statutes or guidelines, Nova **Classical** students will be assessed by the school. Written guidelines for the format and content of the assessment must be provided to the parents/**guardians** ahead of time. The assessment is to be administered at school. Questions regarding the standards, statutes and guidelines should be directed to the Academic Director.

The school may also assess the student on the alternate instruction for any subject, topic, or unit where standards are set by Nova **Classical** alone, but the school must provide written guidelines for the format and content of the assessment and any expectations to review student work to the parents/**guardians** ahead of time. Again, the assessment is to be administered at school.

School personnel may not impose an academic or other penalty upon a student for arranging alternate instruction.

## V. **OTHER**

When a student opts out of part or all of a course, the student will use that instructional time as a study hall. This may be supervised by the parents/**guardians**, another teacher, educational aide, or other employee of Nova **Classical** at the discretion of Nova **Classical**'s administration. The student may not leave the school campus during this time, except as defined in the Student/Parent Handbook.

Nova **Classical** will not pay for the costs of alternate instruction provided by a parent/**guardian, guardian,** or adult student.

Nova **Classical** need not provide alternate instructional options for parents/**guardians**. However, if Nova **Classical** has developed an alternate instructional option, it will be made available for parents/**guardians** to use if they choose.

**Legal References:** Minnesota Statutes, section 120B.20  
Minnesota Statutes, section 120A.35

**Cross References:** NP 501 (Curriculum)

**ADOPTED BY THE BOARD: 8/16/2010**

**REVISED BY THE BOARD: 07/26/2021**

**EFFECTIVE DATE: 07/26/2021**



In accordance with Nova Board policy #NP 502 and MN statute 120.B20, parents have the option to provide an alternative curriculum for their child's education. If you choose to opt out of a course at Nova Classical Academy, please sign and return this letter to the Academic Director.

I, \_\_\_\_\_ request that my  
*(parent name)*

child, \_\_\_\_\_ not attend the following:  
*(student name)*

\_\_\_\_\_  
*(class/ presentation/ event)*

**I will provide alternative instruction in this area. A detailed description of how I plan to deliver alternate instruction to my child including what content I will provide and a timeline for the instruction is attached to this form.**

\_\_\_\_\_  
*(parent signature)*

\_\_\_\_\_  
*(date)*

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