

604R INSTRUCTIONAL CURRICULUM

Statement

Duluth Public Schools respect the rights of parents or guardians to request alternative instruction for their students. Parents or guardians may request alternative instruction if they feel the instructional plan or resource assigned by the teacher is not appropriate for the student. Parents and guardians, who wish to opt-out their student from part of Duluth Public School's curriculum, including instruction and materials, must follow the procedure detailed below:

1. Participate in a meeting with the building principal or designee who will hear the concerns. The Principal or designee will explain the alternative instruction request process and provide an overview of the responsibilities of parents/guardians and students in implementing alternative instruction.
2. A formal request for alternative instruction is initiated upon submission of a completed [Formal Request for Alternative Instruction](#). The plan must include, as applicable, details for:
 - Replacement instructional materials;
 - How the plan aligns to state and district standards;
 - How the parent/guardian will cover costs to the District to implement the plan; and
 - How the alternative instruction will be delivered to the student.
3. A school committee, that may include a building administrator, classroom teacher, and Content Lead teacher will evaluate the plan. The evaluation will consider whether the alternative instruction plan is aligned to District and state standards, district policy, and assessments, and the availability of school resources, such as classroom space, to administer the plan. The evaluation will also ensure that the implementation of the plan for alternative instruction will not incur a cost to the District.
4. The school committee will provide a response to the written plan within 10 school days. The response will be one of the following:
 - A. Acceptance of the plan for alternate instruction;
 - B. Acceptance of the plan for alternate instruction with modifications, including an explanation for the modifications; or
 - C. Notification that the plan for alternate instruction is not acceptable with an explanation.

The response will specify how the learning will be assessed. The parent/guardian will reply in writing with an agreement or refusal to provide for the resources needed to implement the plan. If the parent/guardian accepts the response, the plan must begin within 10 school days from the date of parental acceptance.

5. If the plan is not accepted, the parent/guardian may appeal to the Director of Elementary Education or Director of Secondary Education. The Director will convene an appeals committee that may include the Curriculum Coordinator, Content Lead Teacher, and a classroom teacher. The Committee will consider the case at its earliest opportunity and submit a recommendation to the Superintendency, which will then be communicated to the school and parent/guardian. Final decisions regarding the appeal will be made by the Superintendent or designee. When a student opts-out of a portion of a course, the student will use that instructional time as independent study time. While alternatives will be considered based upon each situation, the school is not obligated to provide space outside of the regular classroom for the independent study time. The student may not leave the school campus during this time.

Legal References: Minn. Stat. § 120B.20 (Parental Curriculum Review)

Cross References: 604 Instructional Curriculum
606 Textbooks and Instructional Materials

Adopted: