

**PROCEDURES FOR IMPLEMENTING BOARD POLICY: CONCERNS REGARDING CURRICULUM OR RELATED INSTRUCTIONAL MATERIALS** **9050**

The Board of Education recognizes the right of citizens to register legitimate concerns regarding curriculum. To facilitate an orderly management of these concerns, a person who wishes to express a concern regarding curriculum or related instructional materials should follow the procedures below.

1. The individual is encouraged to discuss the concern with the appropriate Instructional Supervisor.
2. An individual who wishes to register a formal concern should submit the concern in writing to the building principal. The statement should cite evidence to support the concern and should be signed and identified so that a response may be provided.
3. Upon receipt of the written concern, the principal will meet with the complainant and review the matter with the appropriate instructional supervisor and faculty. The principal may appoint an ad hoc committee to review the concern. . If the concern is registered because the complainant's child is enrolled in an elective course, the principal may recommend that the student be given an alternate choice to fulfill the curricular requirement.
4. Within 20 working days from receipt of the concern, the principal will make a determination. Copies of the principal's determination will be sent to the complainant and the superintendent.
5. The complainant may appeal the principal's decision in writing to the superintendent.
6. Upon receipt of the appeal, the superintendent will arrange for a conference with the complainant and others the superintendent may wish to involve to discuss the concern.
7. The superintendent will make a determination within 10 days from receipt of the appeal. Copies of the determination will be sent to the complainant and the building principal.
8. The complainant may appeal the superintendent's decision to the Board of Education.
9. The Board of Education will hold a hearing to review the matter within 20 days of the superintendent's determination. The final decision will rest with the Board of Education.

Adopted: April 7, 1975

Revised: April 8, 2002