

Effective Date: 3/13/12	600-8 Parent or Guardian Request for Alternative Instructional Resources
Revision Date:	Approved by: DPSA Board
Last Review Date: 1/14/21	

Duluth Public Schools Academy respects the rights of parents or guardians to request alternative instructional resources for their child or ward. It is important to remember that materials may be challenged at any time, any place, for any reason, by anyone. It is impossible, therefore, to foresee what title(s) will not meet with the approval of any given individual.

Parents or guardians may request an alternative instructional resource if they feel the instructional material assigned by the teacher is not appropriate for their child or ward. The process for requesting an alternative instructional resource includes:

- 1) The parent/guardian requests meeting with the teacher to discuss concerns about a specific instructional resources for their child/ward. Part of the conversation will include the overall content of the resource, the intent of the resource or the author, age/maturity level of the readers, or possibly the age of the characters and their relationships, and how the teacher deals with the topic in class.
- 2) If the parent/guardian continues to have a concern about the specific instructional resource after this discussion, the teacher will arrange for an alternative instructional resource that addresses the concerns of the parent/guardian and meets the academic standards/outcomes and the level of rigor required in the course curriculum. More than one solution will be considered in cooperation with the parent/guardian and the teacher to resolve sensitive issues.
- 3) The teacher informs the Head of School about the meeting and the alternative instructional resource.
- 4) The teacher arranges a follow up meeting(s) with the parent/guardian during a time that the alternative resource is being used to ensure communication. The meeting may include the teacher and a member of the charter school's administrative team appointed by the Head of School.
- 5) If a viable solution is not reached at the teacher/parent level, an appeal may be made to the Head of School. The Head of School will convene a task force in an attempt to develop a solution acceptable to the parents/guardians and educators.
- 6) If this committee's recommendation is not acceptable to the parents/guardians and educators, an appeal may be made to the Head of School.

- 7) If the Head of School's recommendation is not acceptable to the parents/guardians and educators an appeal may be made to the Board.