

# MUHLENBERG SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: CURRICULUM REVIEW BY  
PARENTS/GUARDIANS AND  
STUDENTS

ADOPTED: April 14, 2010

REVISED:

<p>1. Authority Title 22 Sec. 4.4 20 U.S.C. Sec. 1232h</p> <p>2. Guidelines 20 U.S.C. Sec. 1232h</p> <p>Pol. 102, 127</p>	<p style="text-align: center;">105.1. CURRICULUM REVIEW BY PARENTS/GUARDIANS AND STUDENTS</p> <p>The Board adopts this policy to ensure that parents/guardians have an opportunity to review instructional materials and have access to information about the curriculum, including academic standards to be achieved, instructional materials and assessment techniques.</p> <p>The rights granted by this policy are granted to parents/guardians of students enrolled in this school district where the students are under the age of eighteen (18) and to the students themselves when the student is age eighteen (18) or over.</p> <p>Upon request by a parent/guardian or student, the district will make available existing information about the curriculum, including academic standards to be achieved, instructional materials and assessment techniques.</p> <p>The Approved Textbook, Instructional Materials List and Novels List will be available through the district web site or at school district offices prior to the start of each school year. The Novels List will include a plot summary and a checklist of content descriptors for each novel.</p> <p>Parents/Guardians may request a printed copy of the Approved Textbook, Instructional Materials List and/or the Novels List by contacting the school office.</p> <p>The following conditions shall apply to any request:</p> <ol style="list-style-type: none"> <li>1. No more than one (1) request per semester may be made by any parent/guardian or student for each enrolled child.</li> <li>2. To assist the school district in providing the correct records to meet the needs of the requesting party, the request must be in writing, setting forth the specific material being sought for review.</li> <li>3. The written request will be sent to the building principal.</li> </ol>
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<p>3. Delegation of Responsibility</p>	<p>4. The district will respond to the parent/guardian or student within ten (10) school days by designating the time and location for the review.</p> <p>5. The district may take necessary action to protect its materials from loss, damage or alteration and to ensure the integrity of the files, including the provision of a designated employee to monitor the review of the materials.</p> <p>6. No parent/guardian or student shall be permitted to remove the material provided for review or photocopy the contents of such file. The taking of notes by parents/guardians and students is permitted.</p> <p>The Superintendent or designee shall annually notify parents/guardians and students regarding the contents of this policy and their rights.</p> <p>References:</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.4, 403.1</p> <p>No Child Left Behind Act – 20 U.S.C. Sec. 1232h</p> <p>Board Policy – 102, 127</p>
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