

Curriculum Transparency Model

Section 1. Purpose

The District values and encourages transparency between parents and the schools, and therefore the District shall make every effort to be as transparent as possible. The purpose of this policy is to ensure public transparency in schools' instructional, training and learning materials and to give parents and the public reasonable access to review such materials.

Section 2. Online transparency

A. Each school shall disclose on a publicly accessible portion of its website all of the following:

1. The procedures or processes in effect for the school principal or other staff to document, review or approve lesson plans or the learning materials and activities used for student instruction at the school.
2. A listing of the teacher and staff training materials and activities used at the school in the current school year.
3. A listing of the learning materials and activities used for student instruction at the school in the current school year, including at least the following, organized, at a minimum, by subject area, grade and teacher:
 - a. (a) Textbooks, articles and other required reading materials; videos and audio recordings; digital materials; websites; instructional handouts and worksheets; applications used with a smartphone, laptop or tablet; materials and topics presented at grade-level or schoolwide assemblies; guest lectures; action-oriented civics learning assignments or projects; service-learning projects.
 - b. (b) The title, author or organization, and if accessed online, the internet address, associated with the material or activity.

B. Each school shall list the required materials and activities online not more than 10 school days after the first use of each material or activity and in a manner that is accessible via the school website for at least two years and electronically searchable or sortable at a minimum within each separately posted section or course.

C. The listing of materials and activities pursuant to subsection (A)(3) shall be created and displayed in searchable or sortable electronic formats. The school may use collaborative online document or spreadsheet software or an online learning management system that allows multiple authorized users to update or add to posted content on an ongoing basis, provided that the information is publicly accessible via a posted link on the school website.

D. This section does not require:

1. The digital reproduction of the learning materials or activities.
2. The posting or distribution of any material or activity in a manner that would constitute an infringement of copyright under the copyright act (P.L. 94-553; 90 Stat. 2541 to 2598; 17 United States Code sections 101 to 1332).
3. The listing of materials and activities used only for individualized special education instruction as part of an individualized education program, as defined in 20 United States Code sections 1401 and 1412, or only for a student with a disability under section 504 of the rehabilitation act of 1973 (29 United States Code section 794).

E. For purposes of this section:

1. "Action-oriented civics learning assignments or projects" includes assignments or projects that require students to contact elected officials or advocate for a political or social cause or to participate in political or social demonstrations.
2. "Guest lecture":
 - a. Includes a presentation or educational event conducted by an outside individual or organization, including those facilitated by the school's staff.
 - b. Does not include student presentations given by students enrolled at the school.
3. "Lesson plan" means the daily, weekly or other routinely produced guide, description or outline of the instruction to be provided by a teacher to students at the school.
4. "Service-learning projects" includes both of the following:
 - a. Any requirement to participate in internships or other forms of collaboration with outside organizations after regular school hours for course credit or as a class project or assignment.
 - b. The specific internships or organizations selected by students if the selection is made from a list of specific internships or organizations provided by the school or its staff.
5. "Used for student instruction":
 - a. Means assigned, distributed or otherwise presented to students in any course for which students receive academic credit or in any educational capacity in which

the school requires the student body to participate or in which a majority of students in a given grade level participate.

- b. Includes learning materials or activities from which students are required to choose one or more from a selection of materials that is restricted to specific titles, such as titles of books in a teacher's classroom library.

Section 3. Parental access

A. Neither the Board nor any staff employed thereby and acting in the course of his or her official duties shall purchase or contract for copyrighted learning materials to be used for student instruction at the school, including the renewal of subscription-based materials for which students are provided individual login credentials or access via electronic personal devices, unless provision is made to allow parents and guardians of enrolled students to review the materials within 10 school days of the submission of a written request to the school. The means of provision shall include at least one the following:

1. Providing access to the materials at the school site during the school's normal hours of operation within 10 school days of written request.
2. Providing temporary remote access or login credentials to at least one copy of the materials for review for at least a 24-hour period following each request, not to exceed one request per material per household during each 30-day period.

B. The parent or guardian reviewing copyrighted digital materials shall not be required as a condition of reviewing the materials to enter into terms of a nondisclosure agreement nor waive any rights beyond complying with federal copyright law. "Nondisclosure agreement" means a confidentiality agreement or contract provision that prohibits the disclosure of information by a party to the contract.