

## PARENTAL ACCESS TO INSTRUCTIONAL MATERIALS

A parent of a child attending any KIPP New Orleans operated School shall be entitled to access to instructional materials as provided by law. A parent shall be entitled to:

1. Review instructional materials used by or administered to the parent's child.
2. Review any survey before the survey is administered or distributed by a school to a student.

KIPP New Orleans Schools shall develop and maintain pertinent administrative regulations and procedures governing parental access to instructional materials. At a minimum, such regulations and procedures shall specify reasonable hours for review. Instructional materials and curriculum remain available for review only and copies may not be made due to copyright law and intellectual property (IP) rights of its authors and publishers.

For the purpose of this policy:

*Instructional materials* means content that conveys the knowledge or skills of a subject in the school curriculum through a medium or a combination of media for conveying information to a student. It also includes any nonsecure test, nonsecure assessment, or survey administered to a student. The term also includes books, supplementary materials, teaching aids, computer software, electronic materials, information, or services, or other means of conveying information to the student or otherwise contributing to the learning process.

*Parent* means the parent or legal guardian of a child.

*Survey* means any evaluative instrument or questionnaire that is not an assessment of academic knowledge, skills, or abilities, administered as part of a state, national, or international assessment or by itself.

## PROCEDURE FOR HANDLING CRITICISM OF MATERIAL

Criticism of specific materials should be handled by the building principal whenever possible. If the criticism cannot be resolved by the principal to the satisfaction of the complainant, then the complainant may seek appeal from the CEO or designee of KIPP New Orleans Schools.