
CURRICULUM AND INSTRUCTION

Subjects for Curriculum: The core curriculum shall consist of courses in social studies, language arts, languages, the arts, mathematics, and science. In addition to curriculum in core subject areas, the curriculum for the schools within District shall consist of certain areas which may be incorporated into the subject matter of existing classes or which may be taught as individual classes. These areas are health education, safety education, personal financial literacy education, physical education, drug, alcohol, and tobacco education, sex education, and Acquired Immune Deficiency Syndrome (“AIDS”) or Human Immune Virus (“HIV”) prevention education. The Superintendent or his designee shall make available all materials and curriculum to be used in the teaching of sex education for parental review as required by law. As required by law, District shall hold educational programs during Celebrate Freedom week.

AIDS or HIV prevention education frequency and content will be taught according to the guidelines of the State of Oklahoma.

All students will be required to participate in training in cardiopulmonary resuscitation (“CPR”) and the awareness of the purpose of an automated external defibrillator. Students must receive this training at least once between ninth grade and graduation from high school. District may incorporate this instruction as a part of any course. A school administrator may waive this requirement for an eligible student with a disability. A student may also be excused from this requirement if a parent or guardian objects in writing. Students enrolled in physical education classes in grades nine through twelve may also receive instruction in Heimlich maneuver techniques.

Development and Revision of Curriculum: The Administration shall review, monitor, and develop effective, appropriate curriculum according to any applicable Administrative Regulations. The Superintendent may recommend changes to the curriculum to the Board for Board approval.

Evaluation of Curriculum and Educational Programs: The Superintendent shall select evaluative resources and develop regulations and procedures to evaluate the curriculum and other aspects of the educational program of each school within District. Periodically, the Superintendent shall report to the Board on the progress that District is making towards the attainment of its educational goals.

Instructional Program: Instructional programs will be developed with a view toward maintaining a balanced curriculum which serves the general academic needs of all students and provides opportunities for individual students to develop specific talents and interests.

Online Instruction: Online instructional programs offered for instructional purposes

and/or high school credit shall be approved by and under the supervision of district's board of education. The board shall afford the Superintendent the discretion to provide virtual instruction or distance learning programs so that students may continue instruction without interruption in the event of a school closure for an emergency.

In the event of an emergency declared by a federal or state government entity that impacts the operations of public schools in Oklahoma and/or leads to the temporary closure of district's campus, district may implement distance learning plans which provide for distance learning to all students. District may provide short-term implementation of a distance learning plan due to a localized emergency such as weather-related closure or public health emergency. The school calendar may include one or more emergency closure make-up days to be delivered through the distance learning plan.

Distance learning plans describe any means by which instruction will be delivered outside a traditional school setting whereas virtual instruction requires the utilization of internet or other digital information transmission systems as the primary method of instruction. Prior to the implementation of distance learning or virtual instruction plans, district should consider the needs and abilities reported by its families through surveys, making individualized determinations of which students would be able to access virtual instruction. Students who are unable to access virtual instruction will be provided an equitable education through distance learning options.

District's board of education will comply with the guidelines issues by the State Department of Education:

1. Virtual instruction, distance learning, and two-way interactive video instruction are methods by which the district can expand course offerings and access to instructional resources. These technologies will not be considered solely as substitutes for direct, face-to-face student and teacher interactions, but rather as a means of expanding the ability of the district to educate its students.
2. Students and staff will be expected to participate, and attendance will be taken in accordance with district policies and procedures. Students will be granted credit for completion of courses offered by means of online instruction. Grades will be issued to reflect the progress of the student with respect to the assignments and exams issues during the course of the program. District policies governing grading scales and credits earned will be applied to Oklahoma Supplemental Online Course Program courses under the same criteria as other courses offered by the district. A grade assigned for course credit that was completed through the online program shall be treated the same as any other course offered by the district. Courses offered for credit by means of virtual instruction shall be aligned with the Oklahoma Academic Standards ("OAS").
3. Only students who are enrolled full-time in the district will have access to these supplemental online courses. Records of student enrollment and attendance will be maintained by the school's authorized student information system. Students who are earning credits through virtual instruction shall participate in required state-level academic assessments in the same manner and location as other regularly enrolled students within the district. Participation in extracurricular activities will be permitted in accordance with requirements set by the district.

4. Students who are interested in a supplemental online course should fill out a request for enrollment in supplemental online courses form. The principal or designee will evaluate the application and determine whether the supplemental online course is educationally appropriate for the student. If the supplemental online course is not deemed to be educationally appropriate, notification will be provided to the student in writing as to the reasons in support of the principal or designee's recommendation as well as the opportunity to appeal to the board. The board's decision of whether or not a course is educationally appropriate will be final and unappealable. A copy of the notification shall be provided to the Director of Instructional Technology at the State Department of Education.
5. If enrollment in the supplemental online course is allowed, the principal will appoint a certified staff member to serve as a contact person for the student, online providers and online teachers. Students will be granted a grace period for withdrawal from a supplemental online course of fifteen (15) calendar days from the first day of a supplemental online course enrollment without academic penalty. A written request for withdrawal should be provided to the principal prior to expiration of the fifteen (15) day period.
6. Student progress will be monitored weekly by the supplemental online course provider. Attendance and participation in a supplemental online course will be monitored in accordance with district policy and through documented student/teacher/course interaction that may include, but is not limited to, online chats, e-mails, posting/submission of lessons. A student may be counted as "present" or "in attendance" when the supplemental online course provider provides evidence of student/teacher/course interaction that demonstrates student progress toward learning objectives as well as regular engagement in course activity. Supplemental online course providers will make reports reflecting daily attendance/participation, progress reports, and grades available to student, parents and the district. These reports will be provided on a weekly basis to parents and the district in electronic format.
7. No individual student data obtained through participation in an online course shall be used for any purpose other than to support the student's instruction as provided for by law. The Family Educational Rights and Privacy Act ("FERPA") will apply to all student data held or accessed by district or its contractors or agents, including any contracted provider of virtual instruction or other distance learning program.
8. District level aggregated data obtained through online instruction courses shall be utilized solely for educational purposes and will not be provided to commercial entities.
9. District will adhere to all federal and state laws and regulations pertaining to student privacy, the transmission or posting of images or other content on the internet or World Wide Web, copyright of materials, Federal Communications Commission ("FCC") rules pertaining to broadcasting of audio and video and other related issues.
10. Instructors of virtual courses will be certified in Oklahoma or another state to teach in the content area they are providing or a faculty member at an accredited institution of higher education with the specific content expertise necessary to teach the course.
11. Students who are participating in the distance learning plan will have access to the program. If district provides virtual instruction only, any participating student who does not already have access to the necessary connectivity and/or devices will be provided the connectivity and devices necessary to access the instruction free of charge. If the district cannot provide connectivity and devices for all students, the distance learning

plan will provide alternative methods to deliver equitable equivalent instruction to all students.

12. Annually, the board of education shall establish fees or charges for the provision of alternative instructional delivery system courses. District will not be liable for payment of any fees or charges for any online course for a student who has not complied with district policies and procedures.

Textbooks and Instructional Materials: The Superintendent shall appoint a textbook committee which shall be organized in accordance with applicable law. Other instructional materials may be selected according to Administrative Regulation.

Library Materials: District's library shall make available materials of sound literary quality and authority. District does not promote censorship and will challenge efforts at censorship in order to maintain District's responsibility to provide information which is educational and enlightening. Teachers and librarians may select library materials which provide various points of view on controversial subjects and which are intended to meet the needs and interests of the students. Proposed library materials will be examined to determine which materials meet the grade and interest level at which they are to be used. Proposed library materials will be considered in relation to the curriculum and to the personal interests of the students. Materials which contain incidents of sex or profanity shall not automatically be excluded. The Administration shall develop appropriate Regulations which address criteria for selection and guidelines for reconsideration of library materials.

District will only accept gifts of books or other library materials which meet the same criteria as books or library materials which could be purchased by District. Any donated books or library materials which are accepted shall become the property of District.

Audio-Visual Materials: Teachers are encouraged to use audio-visual materials when appropriate and when related to instructional purposes. Audio-visual materials and videos should not be shown merely for entertainment purposes but may be shown in a classroom, instructional setting with the instructor in attendance to facilitate and discuss the educational purposes of the video. Commercial entertainment films having obvious educational value may be included when appropriate to the subject being studied. Commercial films that are un-rated or rated PG or PG-13 shall not be shown to students in District without advance written notice to the parents. Such notice shall contain an accurate description of the contents of the film. No films having a rating of R, N17, or X shall be shown to students at any school. It is recommended that teachers discuss the use of any audio-visual material which might be controversial or offensive with the principal prior to utilizing such material.

Employee-Produced Instructional Materials: Instructional materials which are produced by a District employee during hours for which the employee is paid by District or which use District supplies and/or equipment shall be owned by District. District's rights of ownership shall include the right to copyright the material and the right to sell and/or distribute the material. District and an employee may enter into a written agreement to produce instructional material, and such agreement may assign ownership rights as appropriate.

Complaint Procedure: The Administration shall implement regulations establishing procedures for public input and/or complaints regarding federal programs, curriculum, textbooks, other instructional materials, and library materials.

Limited English Proficiency Instruction: District will provide a program of language instruction to students who have limited English proficiency. Student participation in any language instruction program or instruction in English as a second language is voluntary and parental permission is required. Consequences for inadequate yearly progress by a student with limited English proficiency include notification of parents, development of improvement plans, and restructuring of district's program. Non-English-speaking parents will be provided with translations of this information in their native language.

Title I Services and Funding: District participates in and receives funds under Title I of the Improving America's Schools Act of 1994. District shall insure that Title I funds are used only as a supplement to those funds provided by the District from other sources and that Title I funds will not be used to supplant other District funds. District shall provide for equivalent teachers, administrators, and other staff as well as curriculum and instructional materials from District's non-Title I funds and shall only use Title I funds to supplement those services and materials otherwise provided by District.

Parental Involvement: District is committed to providing a quality education for every student in District. When schools and parents form strong partnerships, all students' potential for academic success improves significantly. District will have programs, activities, and procedures for the involvement of parents in all of its schools with Title I, Part A programs consistent with applicable federal law. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating students and will be incorporated in District's Title I Plan.