

Alabama State Board of Education

Governor Kay Ivey

President

Jackie Zeigle

District

# STATE OF ALABAMA DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D. State Superintendent of Education

September 26, 2024

# <u>MEMORANDUM</u>

**TO:** City and County Superintendents of Education

FROM: Eric G. Mackey EAN State Superintendent of Education

Tracie West

Stephanie Bell District III

District II

Yvette M. Richardson, Ed.D. District IV

Tonya S. Chestnut, Ed.D. District V Vice President

> Marie Manning District VI President Pro Tem

Belinda McRae District VII

Wayne Reynolds, Ed.D. District VIII

Eric G. Mackey, Ed.D. Secretary and Executive Officer **RE:** Posting of Classroom Curricula on School Website

This year, the Alabama Legislature passed Act 2024-35 regarding the posting of classroom curricula. In accordance with Act 2024-35 ("the Act"), codified at Ala. Code § 16-1-57 (1975), at the beginning of each school year, and no later than **thirty (30) calendar days** after a new or revised curriculum is adopted, each school must post the current adopted curricula for each class on the school's website. If a school does not have a website, the curricula shall be posted on the local board of education's website. If neither website exists, it will need to be posted on the Alabama State Department of Education's (ALSDE) website. The local superintendent of education and local board of education shall verify compliance with the Act.

Furthermore, upon request by a parent or guardian of an enrolled child, classroom teachers must provide a detailed summary of instructional materials, supplementary instructional materials, and books available in the classroom. If additional information or physical examination of materials is requested, parents or guardians of an enrolled child can request that the local board of education facilitate this at the next work session. The local board shall notify the parent or guardian and the teacher of the issues involved of the date and time of the next work session.

For a class in which reading books is required, the classroom teacher must list each required book's title on the syllabus and provide the syllabus to the parent or guardian upon request.

If a classroom teacher fails to comply with this Act, the parent or guardian may file a complaint with the local superintendent of education on a form developed and provided by the local superintendent of education.

If the local complaint is not resolved within **ten (10) school days**, the parent or guardian may then file a complaint with the ALSDE using the attached complaint form. Completed forms should be emailed to CurriculaPosting@alsde.edu.

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On or before **October 1**, the ALSDE shall annually report the total number of complaints filed during the previous school year, statewide and by county, to the Chairs of the Senate Education Policy Committee and the House of Representatives Education Policy Committee.

If you have any questions concerning the completion of the ALSDE complaint form, please contact Ms. Tina Hammonds, Director of Government Relations, at tina.hammonds@alsde.edu.

EGM:HEL

Attachments

cc: Mr. J. Jason Swann Mrs. Angela Martin

FY24-1002

Under Alabama Act 2024-35 ("the Act"), codified at Ala. Code § 16-1-57 (1975), a parent or guardian of a student may file a complaint with the state when **all of the following** have occurred:

- 1. The parent or guardian made a request, as provided by law, to the enrolled student's classroom teacher for the covered educational materials.
- 2. The parent or guardian of the enrolled student submitted a completed complaint on a form provided by the local superintendent of education.
- 3. The local superintendent did not resolve the complaint within ten (10) school days (as opposed to calendar days).

Parents or guardians of an enrolled student who meet the above conditions shall use this form to submit a complaint. Please email this form to <u>CurriculaPosting@alsde.edu</u>.

Local Complaint Information

Please provide the following information:

- 1. Classroom Teacher's Name: (First Name, Middle Initial, Last Name)
- 2. Classroom Teacher's School System:
- 3. Classroom Teacher's School:
- 4. Date you submitted your initial request for materials or information to the classroom teacher:
- 5. Name of the student who is enrolled in the classroom teacher's class:
- 6. Name of the class/subject in question:

### Please <u>ATTACH</u> the following:

- 1. A copy of the initial request for educational materials and any response(s) from the classroom teacher. Please note that the materials must be those specified in Ala. Act 2024-35. A copy of the Act is attached to this form.
- 2. A copy of the complaint to the local superintendent and any response(s) from the local superintendent.

Please note that any documents submitted will not be returned.

Your Contact Information

Name and Address: \_\_\_\_\_

### Verification

I hereby affirm that I am a parent or guardian of the student enrolled in a class taught by the above-named classroom teacher, that I requested educational materials and/or information covered under the Act from the same classroom teacher, that when I did not receive the covered materials or information I filed a complaint as provided by law with the local superintendent on the locally provided form, and that the local superintendent did not resolve my request within ten (10) school days.

SB48 ENROLLED



1	SB48

ACT #2024 - 35

2 98LQMMP-2

- 3 By Senators Reed, Livingston, Waggoner, Albritton, Jones,
- 4 Barfoot, Butler, Givhan, Bell, Kitchens, Orr, Chambliss,
- 5 Allen, Price, Roberts, Weaver, Williams, Hovey, Carnley,
- 5 Sessions, Shelnutt, Kelley, Chesteen, Elliott, Gudger, Stutts,
- 7 Melson
- 8 RFD: Education Policy

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9 First Read: 06-Feb-24



SB48 Enrolled

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5	A BILL
6	TO BE ENTITLED
7	AN ACT
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9	Relating to public preK-12 education; to require the
10	posting of classroom curricula on the website of the school;
11	to permit parents or guardians of enrolled students, upon
12	request, to request information on instructional and
13	supplemental materials used in the classroom; to provide a
14	complaint process; and to provide for the reporting of the
15	number of complaints to the State Superintendent of Education
16	and the Legislature.
17	BE IT ENACTED BY THE LEGISLATURE OF ALABAMA:
18	Section 1. (a) At the beginning of each school year,
19	and no later than 30 calendar days after a new or revised
20	curriculum is adopted, the local superintendent of education
21	and local board of education shall verify that each school
22	under the jurisdiction of the board has posted current adopted
23	curricula for each class on the website of the school. Access
24	to the online curricula shall be made available to students,
25	parents, or guardians of enrolled students through the school
26	website. If a school has no accessible website, the curricula
<u>2</u> 7	shall be posted on the website of the local board of education
28	or the State Department of Education.

#### SB48 Enrolled



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29 (b) Each classroom teacher shall comply with the 30 request of any parent or guardian by providing a detailed 31 summary, by email, telephone, or other electronic means, of 32 instructional materials adopted by the local board of 33 education, supplementary instructional materials in the 34 classroom that were not adopted by the local board of 35 education, and books in the classroom that are available for 35 students to read, subject to all of the following:

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37 (1) Only the parent or guardian of a child enrolled in38 the class may make a request pursuant to this subsection.

39 (2) If a parent or guardian would like further 40 information regarding how the instructional materials relate 41 to the content standards adopted by the State Board of 42 Education or to physically examine any instructional materials 43 used in the classroom, the parent or guardian may request that 44 the local board of educational allow that examination at the 45 next work session of the board. The board shall notify the 46 parent or quardian and the teacher of the issues involved and 47 the date and time of the next work session.

(c) For any class in which reading books is required, the classroom teacher shall include the titles of the books on a class syllabus. Upon the request of the parent or guardian of a child enrolled in the class, the classroom teacher shall make the syllabus available to the parent or guardian.

(d) If a classroom teacher fails to comply with this section, the parent or guardian may file a complaint with the local superintendent of education on a form developed and provided by the local superintendent of education. If the

Page 3



57 complaint is not resolved by the local superintendent of 58 education within 10 school days, the parent or guardian may 59 file a complaint with the State Superintendent of Education, 60 or his or her designee. The State Superintendent of Education 61 shall make a form available for parents or guardians to file a 62 complaint pursuant to this subsection.

63 (e)(1) On or before September 1 annually, Teach local 64 superintendent of education shall report the number of 65 complaints filed with him or her during the previous school year to the State Superintendent of Education. On or before 55 67 October 1 annually, the State Superintendent of Education 68 shall report the total number of complaints filed during the 69 previous school year, statewide and by county, to the Chairs 70 of the Senate Education Policy Committee and the House of 71 Representatives Education Policy Committee.

(2) Any complaint filed by a parent or guardian pursuant to this section is an educational record of the student on whose behalf the complaint was filed and shall not be released or viewed, except as provided in this section and where the release or viewing is otherwise consistent with the federal Family Educational Rights and Privacy Act of 1974 (FERPA) and state law.

79 Section 2. This act shall become effective on June 1, 30 2024. SB48 Enrolled

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92	Now M
93	Speaker of the House of Representatives
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96	SB48
97	Senate 08-Feb-24
98	I hereby certify that the within Act originated in and passed
99	the Senate, as amended.
100	Desmish Herris
101 102	Patrick Harris,
102	Secretary.
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107	House of Representatives
108	Amended and passed: 07-Mar-24
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113	Senate concurred in House amendment 19-Mar-24
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117 118	By: Senator Reed
110	by. Senator Recu
	3.21.2024
	APPROVED
	APPROVED 3.21.2024 TIME 8:30 ann
	V /
	Alabama Secretary Of State
	GOVERNOR Act Num: 2024-35 Bill Num: S-48

Recvid 03/21/24 09:22amKCW

ENGROSSED

Senate Bill No. 45

SENATE ACTION HOUSE ACTION SPONSOR I hereby certify that the Resolution as DATE: 20\_\_\_ 1 Boud required in Section C of Act No. 81-889 RD 1 RFD (- D CO-SPONSORS was adopted and is attached to the Bill, SB 4/2 2 Luninester yeas 35 nays O abstain O REPORT OF STANDING COMMITTEE PATRICK HARRIS. This bill having been referred by the 20 Secretary House to its standing committee on 21 acted upon by such committee in session, and returned therefrom to the 22 I hereby certify that the notice & proof is House with the recommendation that it be Passed, wamend(s) 9\_w/sub\_!\_. attached to the Bill, SB 23 0 as required in the General Acts of Ala-This 28th day of filming ,2027. bama, 1975 Act No. 919. Chairperson 24 듣 PATRICK HARRIS, Secretary 25 ( 2.28 20 24 DATE: 26 31 9 Bull RD 2 CAL RF dicition Tilchers\_ 27 Malison CONFERENCE COMMITTEE 10 J Senate Conferees ... 11 (00007 28 DATE: 20\_\_ 12 Champling 29 RE-REFERRED RE-COMMITTED 13 Sklow 30 Committee 31 I hereby certify that the Resolution as 32 15 Alverta water required in Section C of Act No. 81-889 was adopted and is attached to the Bill, 16 9 Revered . 33 SB 48 YEAS 96 NAYS 2 17 ~ Khiamis 34 JOHN TREADWELL. Clerk 18 U-\au 35 FURTHER HOUSE ACTION (OVER)