



4400 – Instructional Materials

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MONITORING: Annually

All curricular decisions and the selection, development, and provision of instructional materials shall be the responsibility of each authorized charter school. The school shall ensure that instructional materials align with Tennessee academic standards, as approved by the State Board of Education. A charter school may seek a waiver to use unapproved instructional materials and textbooks through the process outlined in T.C.A. § 49-6-2206. A school may adopt further policies on curricula and instructional materials as it sees fit. All Commission-authorized public charter schools in receipt of state funds shall adhere to applicable state laws and regulations about school curriculum and instructional materials.

Employees of authorized charter schools shall not include or promote any concepts that would violate state law when providing instruction, using instructional or supplemental materials, or when implementing the instructional program and curriculum, as detailed by Department of Education rule 0520-12-04. An authorized public charter school shall post on its website the "Prohibited Concepts Complaint Form," as developed by the Department of Education. An authorized public charter school shall adopt a policy to address complaints submitted to the school in reference to prohibited concepts.

In accordance with state law, parents/guardians of a student shall be entitled to review all instructional materials, teaching materials (including handouts), textbooks, and teaching aids used in the classroom of their child. As defined for the purposes of this policy, "instructional materials" denote instructional content provided to the student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats. Parents/legal guardians may also review tests that are developed and graded by their child's teacher.¹

Each authorized charter shall notify parents or legal guardians that the authorized charter school will commence instruction of the family life curriculum that complies with state law.² Each notification shall include a parental right to review the selected instructional materials to be taught and the process for a parent who wishes to excuse a student from any or all portions of the family life curriculum.

Each authorized charter school shall only maintain materials that comply with T.C.A. §§ 49-6-3803(a)-(b), in a library collection. In accordance with state law, each authorized charter school



shall maintain a current list of the materials in the school's library collection.³ The charter school's library materials list shall be posted on the school's website. Each authorized charter school shall develop a policy for the development and review of school library collections, which shall include:

1. A procedure detailing the development of the school's library collection;
2. A procedure to receive and evaluate feedback from a student, a student's parent or guardian, or school employee; and,
3. A procedure to review periodically the school's library collection.

After review of the school's library collection, each authorized charter school shall determine whether the material selected for feedback is suitable for, and consistent with, the educational mission of the school. If the material is determined not suitable for and consistent with the educational mission of the school, the authorized charter school shall remove the material from the library collection.

If the authorized charter school receives feedback on material in accordance with the aforementioned procedure, the public charter school's governing body shall evaluate and determine, within sixty (60) days from the date on which the feedback was received, whether the material is appropriate for the age and maturity level of the students who may access the materials and whether the material is suitable for, and consistent with, the educational mission of the school. The person submitting feedback may request the state textbook and instructional materials quality commission evaluate if the authorized charter school fails to make a determination within sixty (60) days from the date on which the feedback was received.⁴

The above materials shall be made available by the school, upon request, to parents/legal guardians for review. The school shall adopt a written policy and procedures for granting parental review of school instructional materials and for responding to related grievances.

Legal References:

¹ 20 U.S.C. § 1232h(a); T.C.A. § 49-6-7003

[Commission Prohibited Concepts Complaint Form](#)

² [T.C.A. § 49-6-1305.](#)

³ T.C.A. § 49-6-3801, et.al.

⁴ T.C.A. § 49-6-3803(e)