

**Policy #: 342.62**

**SCHOOL DISTRICT OF WEBSTER**

**Date Adopted: May 17, 2011**

**Date Revised: December 19, 2022**

**Policy Title: Program and Curriculum Modifications for Individual Students**

The Board recognizes that the regular school program may not be appropriate for all students. Some students may need program or curriculum modifications to successfully meet the District's academic goals and/or graduation requirements. As further provided under state law, any student's parent or guardian, or the student if the parent or guardian is notified, may submit a written request asking the District to approve and provide the student with program or curriculum modifications, including but not limited to the following:

1. Modifications within the student's current academic program.
2. A school-facilitated work training or work-study program.
3. Homebound study, including District-approved correspondence courses, tutoring provided by the District, or other courses of study approved by the District.
4. Enrollment in any alternative public school or program located in the District.
5. Enrollment in any public educational program located outside the District, which may include enrollment pursuant to a contractual agreement between school districts.
6. Enrollment in a qualifying nonsectarian private school or program, or tribal school, located in the District under a contractual tuition agreement as further provided in state law.

The District retains discretion to approve or deny individualized program and curriculum modifications under this policy to the extent permitted under applicable laws.

1. The District Administrator or an administrative-level designee, may make a decision to deny any program or curriculum modification that is requested under this policy.
2. The School Board itself shall make the District's formal determination to approve or deny a modification requested under this policy when the administration has not exercised its authority to directly deny the request and the proposed modification involves one or more of the following situations:
  - a. Implementing the modification would require the District to hire additional staff or increase the full-time equivalency of existing staff.
  - b. Approving the modification would require the Board to modify or suspend the application of an existing Board policy.

The following procedures apply to parent-initiated and student-initiated requests for program or curriculum modifications under this policy:

1. A request for program or curriculum modifications shall be submitted in writing to the principal of the student's school, or the District Administrator. The request shall be submitted as far in advance of the preferred implementation date as is practicable and reasonable under the circumstances.

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2. Upon receiving a written request for program or curriculum modifications under this policy, the administration may work with the family to clarify the request, to identify and better understand the relevant circumstances and the reasons for the request, and/or to identify specific options and alternatives.
  - a. In some situations, such a request may be redirected to, or may lead to referrals to, other processes and programs.
  - b. When evaluating and responding to a request for program or curriculum modifications for a student under this policy, the District shall consider the requirements of and interactions among other potentially-applicable laws, including but not limited to the laws and regulations that define rights and obligations with respect to students with disabilities.
3. The District shall approve or deny the request, in writing, no later than the applicable deadline established in state law. If the District denies the request, the District shall identify the reason(s) for the denial in writing, within (90) ninety days of a request, except if the request relates to a student who has been evaluated by an Individualized Education Program team and has not been recommended for special education, the decision must be made within (30) thirty days of the request. If the request is denied, the reasons for the denial must be included. A parent may request reconsideration of any decision made by the Board or the designated administrator in response to a request for program or curriculum modifications and such request must be reviewed by the Board. The Board is required to render its determination upon review in writing.
4. A student's parent or guardian, or an adult student, may appeal the District's initial disposition of a request for program or curriculum modifications to the Board. A request for Board review (or reconsideration) of the initial decision shall be made in writing, addressed to the attention of the District Administrator and the Board, and mailed or delivered to the Office of the District Administrator. The Board will render a determination of the appeal and, upon request, provide written notice of the Board's final decision to the family.

In addition to parent-initiated and student-initiated requests for modifications:

1. The District may approve and implement a discretionary program or curriculum modification for an individual student following a District-initiated referral and a District determination such modification would be appropriate for the student, provided that the District obtains consent for the modification from the student's parent or guardian (or from an adult student) whenever such consent is required by any applicable law.
2. Where required by law in certain situations involving a child's truancy, the District shall include consideration of possible program or curriculum modifications in connection with educational counseling that is offered to address the child's truancy.

A District-approved program or curriculum modification may result in an exception to the compulsory attendance requirements that would otherwise apply to the student.

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The Board authorizes the District Administrator to establish an alternative diploma program for students who meet the requirements of State law but not the additional elective credit requirements established for the attainment of a regular high school diploma from the District. An alternative education program is defined as an instructional program, approved by the Board, that utilizes successful alternative or adaptive school structures and teaching techniques and that is incorporated into existing, traditional classrooms, or regularly scheduled curricular programs or that is offered in place of regularly scheduled curricular programs. "Alternative educational program" does not include a private school or a home-based private educational program.

Any student in good standing with the Webster School District who completes their approved program through the Webster Alternative Learning Center (WALC) will also be awarded an Alternative Webster High School diploma.

### **Cross Reference**

### **Legal References:**

#### **Wisconsin Statutes**

[Section 115.28\(7\)\(e\)](#) [alternative education programs]

[Section 118.15](#) [compulsory attendance, generally]

[Section 118.15\(1\)\(a\)](#) [authorized exceptions to compulsory attendance requirements]

[Section 118.15\(1\)\(d\) to \(e\)](#) [requests for discretionary program and curriculum modifications for individual students]

[Section 118.15\(1\)\(f\)](#) [requirement to provide annual notice to parents and students]

[Section 118.16\(5\)\(b\)](#) [required consideration of program and curriculum modifications in connection with attempts to resolve a child's truancy]

[Section 118.33](#) [high school graduation requirements]

[Section 121.78\(5\)](#) [contracts and payment of tuition by school districts for certain alternative placements made for approved program and curriculum modifications]

[Section 938.20\(2\)\(f\)3](#) [required consideration of program and curriculum modifications in connection with attempts to resolve a child's truancy]

#### **Wisconsin Administrative Code**

[PI 18.04](#) [programs for high school graduation to accommodate students with exceptional educational interests, needs, or requirements]