



PROCEDURE

Religious Exemption Opt-Out CUR-P007

Procedures are continually revised and improved. For the most recent version, please visit <https://salkeiz.sharepoint.com/qam/SitePages/Home.aspx>

1.0 SCOPE:

1.1 Parents may request that their student(s) be exempted from participation in state required programs or learning activities to accommodate students' disabilities or religious beliefs. The process for the review and approval of the exemption request is set out in Oregon law (OAR 581-021-0009(1)). This procedure informs criteria for an exemption consideration and school personnel actions when an exemption request that meets the criteria outlined in OAR 581-021-0009 is met.

1.1.1 OAR 581-021-0009 includes an exemption provision for students with disabilities. If a parent/guardian asks for an exemption due to disability, please contact the Student Services Department for guidance.

2.0 DEFINITIONS:

2.1 **Content Standards:** Oregon specific and required by law; define what students should know and be able to do within a content area at specific stages in their education.

2.2 **Planned Course Statement:** Course title, course overview, course goals (including essential learning skills, career-related goals and common curriculum goals as set forth in OARs 581-022-1210) and, where appropriate, graduation competence assigned to the course for verification.

2.3 **Scope and Sequence:** The amount of content an educator will teach (scope) and the order in which they teach the selected content (sequence). Scope and sequence may also be known as "Projection Maps" or "Curriculum Maps."

3.0 PROCEDURE

3.1 School personnel may only respond to a written request from a student's parent/guardian with educational rights, or from the student if age 18 or older or an emancipated minor.

3.1.1 The written request must include the following to be considered:

3.1.1.1 The reason(s) for the request.

3.1.1.2 A proposed alternative for an individualized learning activity which substitutes for the period of time exempt from the program and meets the goals of the learning activity or course.

3.1.1.2.1 It is not the responsibility of the student's teacher(s) or other school or district personnel to develop the proposed alternative.

3.2 Appropriate school personnel must evaluate the written proposed alternative for an individualized learning activity to ensure that the proposal is consistent with the student's educational progress and career goals as described in OARs 581-022-2270 and 581-022-2060.

3.2.1 Appropriate school personnel are designated by the school administrator and include school staff who have an adequate understanding of the following:

3.2.1.1 Content standards impacted by the exemption request.

3.2.1.2 Scope and sequence that informs the respective content.

3.2.1.3 Planned course statements (if the exemption request covers the entirety of a required course).

3.2.1.4 Educational progress of the student included in the exemption request in the respective content area (as per OAR 581.022.2270).

3.2.1.5 Tentative post-secondary goals of the student included in the exemption request (as per OAR 581.022.2060).



PROCEDURE
Religious Exemption Opt-Out
CUR-P007

3.2.2 The exemption request may be denied for the following reasons:

3.2.2.1 The criteria outlined in OAR 581.021.0009 and this policy are not met.

3.2.2.2 It is not possible to grant the request because the content is embedded throughout multiple different content areas and curricula.

3.2.2.3 A student will miss significant portions of regular instruction

3.2.2.4 The request requires the use of additional district resources to implement the exemption.

3.3 School personnel will evaluate the written proposed alternative for an individualized learning activity within 15 business days of receipt. Notification of the outcome will be shared with the requester within 7 working days after completion of the evaluation.

3.3.1 During the evaluation period, the student will continue to participate in the full scope and sequence outlined for the course.

Approved Proposal

3.4 When a proposal meets the criteria for exemption and is an approved alternative for an individualized learning activity as outlined in 3.1.1.2, the school administrator will do the following:

3.4.1 Notify the parent/guardian of the outcome of the evaluation and the next step in the process.

3.4.2 Send to the Assistant Superintendent the following documentation:

3.4.2.1 A copy of the parent/guardian written request and proposal.

3.4.2.2 A written summary of the evaluation criteria in 3.1.1.2 which was met.

3.4.2.3 The name of the evaluator.

3.4.3 The Superintendent or designee will review the submitted written materials to ensure completeness and approve the proposed alternative individualized learning activity.

3.4.3.1 Following approval by the Superintendent or designee, and upon completion and an evaluation of the alternative individualized learning activity, credit shall be granted to the student.

Denied Proposal

3.5 When a proposal does not meet the criteria for exemption and is not an approved alternative for an individualized learning activity as outlined in 3.1.1.2, the school administrator will do the following:

3.5.1 Notify the parent/guardian of the outcome of the evaluation.

3.5.2 Send to the Assistant Superintendent the following documentation:

3.5.2.1 A copy of the parent/guardian written request and proposal.

3.5.2.2 A written summary of the evaluation criteria in 3.1.1.2 which was not met.

3.5.2.3 The name of the evaluator.

COMPLAINTS

3.6 Students, parents, guardians, caregivers, and staff who are aggrieved by practices or activities conducted in the school or district may register their concern with the school administrator as outlined in policy ADM-P008.

4.0 REVISION HISTORY:

Date	Description
9/22/22	New procedure.



PROCEDURE
Religious Exemption Opt-Out
CUR-P007

5.0 APPROVAL AUTHORITY:

5.1 Director of Strategic Initiatives

Approval on file.

Signature _____

Date _____