

GREENBURGH ELEVEN USFD

POLICY #4321.10

INSTRUCTIONAL MATERIALS - AVAILABILITY OF ALTERNATIVE FORMATS FOR STUDENTS WITH DISABILITIES

The Board of Education shall ensure that instructional techniques and materials used by the school shall be modified to the extent appropriate to provide the opportunity for students with disabilities to meet diploma requirements. When appropriate, each student with a disability shall receive materials in a usable alternative format which meets the National Instructional Materials Accessibility Standard (NIMAS).

The Board hereby directs the Superintendent to take the following actions:

1. Give preference when purchasing instructional materials to those vendors who agree to provide such instructional materials in alternative formats;
2. When an electronic file is provided, determine how the format will be accessed by students and/or how the District will convert to an accessible format in compliance with the NIMAS;
3. Specify the process to be used when ordering materials to meet the needs of students with disabilities residing in the District for alternative format materials;
4. Specify ordering timelines to ensure that alternative format materials are available at the same time as regular format materials are available; and
5. Include procedures so that when students with disabilities move into the District during the school year, the process to obtain needed materials in alternative formats for such students is initiated without delay.

Legal References: 20 U.S.C. §§ 1412(a)(23), 1474(e); 34 C.F.R. §§ 300.172; 8 NYCRR §§ 200.2(b)(10).

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