

Policy Type: Student Policy

Title: Alternative Language Services Policy

Effective: May 20th, 2026

Purpose

The purpose of this Alternative Language Services Policy is to establish general expectations, responsibilities, and procedures for Custom Class Charter School (“Custom Class”) in a manner consistent with applicable law, Utah State Board of Education rule, and the school’s flexible instructional model.

1. General Policy Statement

Custom Class adopts this policy to support lawful, safe, effective, and mission-aligned school operations. The Governing Board authorizes school administration to implement this policy through procedures, forms, training, and operational practices that are appropriate for Custom Class’s online, hybrid, community-based, and in-person programs.

This policy is intended to be applied flexibly and reasonably. When operational details are not specifically stated in this policy, school administration may establish procedures consistent with the policy, applicable law, and Board direction.

2. Identification and Services

Custom Class shall take reasonable steps to identify students who may need alternative language services and provide language assistance necessary for meaningful access to educational programs.

Services may include language screening, English language development supports, translated information, interpretation, family communication supports, and coordination with instructional staff.

3. Parent and Family Access

Custom Class shall communicate important school information to parents and guardians with limited English proficiency in a language and manner they can understand when required by law. The school may use qualified interpreters, translated documents, bilingual staff, vendors, or technology-supported translation with appropriate safeguards.

Administration and Review

School administration may maintain procedures, forms, training materials, agreements, and internal guidance necessary to implement this policy. The Governing Board may review and revise this policy periodically to reflect legal updates, USBE guidance, operational needs, or Board direction.

Nothing in this policy creates a private right of action, contract right, or entitlement beyond that required by applicable law. If any provision conflicts with controlling law, the law shall govern and the remaining provisions shall continue in effect.

Certification

The undersigned officers and/or Board of Directors of Custom Class Charter School certify that this policy was duly adopted as of the date below.

A handwritten signature in black ink, appearing to read "Matty J. Middione". The signature is fluid and cursive.

Matthew J. Middione - Board Chair

A handwritten signature in black ink, appearing to read "Douglas Reed". The signature is fluid and cursive.

Douglas Reed - Board Vice Chair

Effective Date: May 20th, 2026

Revised Date:

References

R277-716; Title VI of the Civil Rights Act