

**ADMINISTRATIVE PROCEDURES OF THE  
MILWAUKEE PUBLIC SCHOOLS**

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**ADMINISTRATIVE PROCEDURE 8.46**  
**ACCOMMODATION OF STUDENTS' RELIGIOUS BELIEFS**

(1) MPS schools shall provide for the reasonable accommodation of a pupil's sincerely held religious beliefs with regard to all examinations and other academic requirements. Any pupil, or the parent or guardian of any minor pupil, may inform the building principal or his or her designee of potential conflicts and may request accommodation under this policy. MPS staff shall treat all such requests confidentially at all stages of this procedure.

(2) Any pupil requiring accommodation under this policy shall be permitted to make up any examinations or other academic requirements as soon as practicable, or by an alternative means, and such accommodations shall have no prejudicial effect on the pupil.

(3) A pupil, or the parent or guardian of a minor pupil, who believes that the pupil's sincerely held religious beliefs have not been reasonably accommodated with regard to examinations or other academic requirements, may file a written complaint with the MPS Director of the Division of Student Services, 5225 West Vliet Street, Milwaukee, Wisconsin 53208.

(4) The MPS Director of the Division of Student Services shall acknowledge all written complaints in writing within 45 days of receipt. The Director shall issue a written determination within 90 days of receipt of the written complaint, unless the parties agree to an extension of time.

(5) The complainant (pupil, or parent or guardian of a minor pupil) has the right to appeal a negative determination to the state superintendent of public instruction. The written determination of the director shall include notification to the complainant of the right to appeal a negative determination to the state superintendent under Chapter PI 41, Wisconsin Administrative Code. A copy of Chapter PI 41, Wisconsin Administrative Code, shall be sent to the complainant with the written determination.

(6) The complainant may file a complaint with, or appeal directly to, the state superintendent if the Board has not complied with the provisions of Chapter PI 41.05(1)(b), Wisconsin Administrative Code.

<b>History:</b>	Adopted 9-26-02		
<b>Cross Ref.:</b>	Admin. Policy	8.46	Accommodation of Religious Beliefs
		8.15:	Released Time for Religious Instruction
	Admin. Proc.	8.15:	Released Time for Religious Instruction

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