

Review of Instructional Materials

REQUEST FOR REVIEW

The review of instructional materials, including textbooks, supplementary materials, library books, audiovisual media, class content, and technology on the basis of citizen concerns will be conducted in response to a properly filed request. Forms for such requests will be made available to any resident of the District at the schools and at the Superintendent's Office. The request shall include a statement of reason for objection and a statement of desired action regarding the material.

In the event of a citizen complaint regarding instructional materials, freedom of information and professional responsibility shall be the guiding principles. The use of challenged material may be restricted until final disposition has been made. However, individuals may be assigned other materials in lieu of those being challenged.

SBDM SCHOOLS

Employees receiving a written request for review of instructional materials shall notify the Principal of the complaint, who shall then notify the Superintendent. The Superintendent shall notify the Board of all complaints filed and the council's response.

The review process shall be determined by council policy.

Individuals may appeal a council's decision concerning challenged materials under the Board's policy on appeal of SBDM decisions (Policy 02.4241).

NONSBDM SCHOOLS

The Superintendent shall direct the selection committee to review the material as follows:

1. Review the specific written complaint.
2. Read and/or examine the materials in question.
3. Determine general acceptance of the challenged materials in the community, other school systems, and professional media.
4. Discuss the complaint and merit of the challenged material; make a value judgment based on the materials as a whole, not on parts taken out of context.
5. Determine the merit of potential alternative instructional materials.
6. Prepare and submit a recommendation to the Superintendent.
7. With the Superintendent's approval, make a reply to the complainant.
8. Submit a copy of the response/reply to the Superintendent and to the school from which the complaint originated.

If the complaint is not resolved satisfactorily at the administrative level, the Superintendent may refer the complaint to the Board.

Review/Revised:3/20/07