

Instruction

Complaints About Curriculum, Instructional Materials, and Programs

Parents/guardians have the right to inspect any instructional material used as part of their child's educational curriculum pursuant to School Board policy 7:15, *Student and Family Privacy Rights*.

Parents/guardians, employees, and community members who believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.

Parents/guardians, employees, and community members with other suggestions or complaints about curriculum, instructional materials, or programs should complete a *Curriculum Objection Form*. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a *Curriculum Objection Form*. The Superintendent or designee shall establish criteria for the review of objections and inform the parent/guardian, employee, or community member, as applicable, of the District's decision.

Criteria for Review of Objections to Curriculum, Instructional Materials, and Programs

If a book, instructional aid, or instructional activity is questioned by a parent or other resident of the school district, the following procedure is recommended:

Complaints should be submitted in one of the following ways:

1. On the form provided for that purpose, entitled "*Curriculum Objection Form*."
2. In a signed statement containing the following information:
 - a. Title, author, publisher, copyright date, and page(s) on which the alleged unsuitable material appears.
 - b. Quotation of the alleged unsuitable materials with a clear statement of the writer's objection(s) to the material.
 - c. Name and address of the complainant if acting as an individual.
 - d. If the complaint is made by an organization, the name and address of the individual complainant and of the organization he/she represents.

The written complaint(s) should be submitted to the Building Principal. The Building Principal will forward the complaint(s) to the Superintendent of the School District.

The Superintendent may appoint a Review Committee to consider the material in question. The committee may include the library aide of the school where the alleged objectionable material was located, teachers, and the principal of that building. If the material was recommended by a classroom teacher, he/she should also be a member of the committee. In some cases, it may be advisable to ask a specialist in the field to serve as a member of the committee.

After due deliberation, the Review Committee shall submit a report of findings to the District Superintendent. If the decision is not unanimous, the report may be composed of separate majority and minority reports.

1. The committee may agree that the book does not belong in the library, classroom, or in general circulation, and the Superintendent may inform the complainant of that decision.

2. If the committee decides that the material does have value, the complainant shall be informed by the Superintendent, and given reasons for retaining the material in the school's collection.

If the complainant does not accept this decision by the Review Committee, the Board of Education, as the legally responsible body, shall make the final decision based upon:

- A. The report of the Review Committee.
- B. The recommendation of the Superintendent.
- C. The report of the complainant.
- D. Any other additional data it may consider necessary.

ADOPTED: 2/12/73

REVISED: 3/11/91

5/8/95

11/14/05

6/9/14

2/13/23