

Article **Community Relations**

Number

Title **Complaints Concerning Instructional Material**

BoardPolicy

Regulation

SubTopic **Public Activities Involving Staff, Students Or School Facilities**

Exhibit

Reference

Management Resources

Legal Reference:

EDUCATION CODE

18111 Exclusion of books by Board of Education

35010 Control of district; prescription and enforcement of rules

60003 Power of Board of Education to select instructional materials

60040-60047 Content requirements for instructional materials

60200-60206 Elementary school material - selection and adoption

60260 Legislative intent for ordering instructional materials

60262 Involvement of teachers, parents and community in instructional material selection

60400-60404 Secondary school textbooks - selection and adoption

Adopted: July 11, 1989

Revised:

CSBA Date:

District Goal:

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PolicyText

The Board of Education takes great care in the adoption of instructional materials and is aware that all adopted materials may not be acceptable to all students, their parents/guardians, or other district residents.

Administrative Regulations have been developed outlining procedures that will permit proper consideration of any complaints against the use of any instructional materials, including textbooks, supplementary textbooks, library books, and other instructional materials and equipment.

Article **Community Relations**

Number **1312.2**

Title **Complaints Concerning Instructional Material**

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SubTopic **Public Activities Involving Staff, Students Or School Facilities**

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Adopted: July 11, 1989

Revised:

CSBA Date:

District Goal:

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PolicyText

SUBJECT: COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS

ISSUED BY: SUPERINTENDENT

I. EFFECTIVE DATE: July 11, 1989

II. AUTHORITY:

Board of Education Policy 1312.2

III. PROCEDURES FOR RECONSIDERATION OF SELECTED INSTRUCTIONAL MATERIALS

When a resident of the district wishes to challenge the suitability of any instructional material, he/she will file with the Superintendent of Schools, three copies of the district form "Citizen's Request for Reconsideration of Instructional Materials" (available in the Office of the Superintendent).

1.1. Upon receipt of an appropriately completed form, the Superintendent will establish a Review Committee to make recommendations regarding the use of the material in question. He/she may:

a. Permit the use of the material in question pending the judgment of the Review Committee.

b. In the case of material that has not been through a review or district or state adoption process, require the removal of the material in question pending the judgement of the Review Committee. Board of Education adopted material can only be removed by the Board of Education.

2. The Review Committee will be established by the Superintendent within ten working days of receipt of the Reconsideration Request. The committee will be composed as follows:

a. Director of Curriculum and Staff Development

b. One administrator

c. Two tenured classroom teachers familiar with the grade and/or subject area related to the material in question

d. One school librarian

e. Two parents

Note: Any party in any way involved in the challenge of materials shall not be a member of the committee.

3. The committee will review the material in light of district policy with consideration being given to the purposes to which the material is to be used and the nature of the pupils for whom the materials have been selected. Against these factors, the specific objection outlined in the Reconsideration Request will be weighed.

4. Within twenty working days after the establishment of the Review Committee, the Review Committee will present a written response to the Superintendent including a specific recommendation regarding the further use of the material in question. The Superintendent of Schools shall decide whether to accept, to reject, or to modify the committee recommendations. He/she shall then make a recommendation to the Board of Education for final action.

5. The decision of the Board of Education shall be sent in writing to the complainant. Copies of the decision shall be sent to the chairman of the committee and to the principal or principals of the school or schools using the material in question.

IV. RELATED FORMS

Citizen's Request for Reconsideration of Instructional Materials

V. APPROVAL

SUPERINTENDENT Gene Tucker

DATE 7/11/89

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PolicyText

Citizen's Request for Reconsideration
of Instructional Materials

TITLE: DATE:

AUTHOR:

PUBLISHER: DATE OF EDITION:

Request received by: Date:

Citizen's Name: Phone:

Address: Zip

Citizen Represents: Himself/Herself
Organization or Group

1. To what do you object? (Please be specific: cite pages, tape sequence, video frame, and words)
2. Did you read/view the entire selection?
3. If not, what percentage did you read/view, or what parts?
4. What would you like the school to do about this material?

Signature of Citizen Date

Date Review Committee established

Date Written Response of the Review
Committee Submitted to Superintendent