PUBLIC COMPLAINTS ABOUT THE CURRICULUM
OR INSTRUCTIONAL MATERIALS

The school board recognizes it is finally responsible for all book purchases. The board also recognizes the right of teachers and administrators to select books and other materials in accord with current trends in education and to make them available in the schools so that students may have free access to many different books.

Books and other reading matter shall be chosen for values of interest and enlightenment of all students in the community. A book shall not be excluded because of the race, nationality, political, or religious views of the writer or of its style and language. Every effort will be made to provide materials that present all points of view concerning the problems and issues of our times, international, national, and local, and books or other reading matter of sound factual authority shall not be prescribed or removed from library shelves or classrooms because of partisan, doctrinal approval or disapproval.

Censorship of books shall be challenged in order to maintain the school’s responsibility to provide information and enlightenment. The board adopts the following policy when dealing with censorship of books or other materials:

1. The final decision for controversial reading matter shall rest with the school board after careful examination and discussion of the book or reading matter with school officials or anyone else the board may wish to involve.

2. No parent or group of parents has the right to determine the reading matter for students other than their own children.

3. The board recognizes, however, the right of an individual parent to request that his or her child not have to read a given book, provided a written request is made to the appropriate building administrator.

4. Any parent who wishes to request reconsideration of the use of any book in the school must make such a request in writing on forms provided through building administrators.

5. The Superintendent of Schools is directed to establish procedures for receiving complaints and for appropriate hearings on the matter.
PUBLIC COMPLAINTS ABOUT INSTRUCTIONAL MATERIALS

Definitions:

An inquiry is a request for information about instructional materials as defined in policy IJ.

A complaint is an expressed concern about instructional materials.

- Inquiries and complaints shall be directed to the building administrator who will respond as follows:
  1. The administrator will discuss the specific objections or concerns about the material with the individual initiating the inquiry or complaint.
  2. The administrator will meet informally with appropriate school personnel to discuss the matter; and
  3. There may be informal meetings with the complainant; and if the issues are resolved, notice provided to all concerned parties.

- If the issues are not resolved, the building administrator shall proceed to the formal level as follows:
  1. The complainant shall file a Citizen Complaint Re: Instruction (see KLB-E).
  2. The building administrator shall advise the Superintendent of Schools or a designee in writing of the issue, detailing steps taken and decisions reached.
  3. The Superintendent or a designee shall appoint a committee to include teacher representation of the department or grade level where the objection has been raised; an administrator, and a minimum of two citizens selected by the Superintendent of Schools.
  4. The Committee shall review the complaint, the administrators report, and relevant materials.
  5. The Committee shall provide the Superintendent of Schools with the minutes of their meetings and a recommendation based on the factual information available to the Committee.

- The Superintendent of Schools shall decide to accept or reject the Committee recommendation and so advise the complainant. If the issue remains unresolved:
  1. The Superintendent of Schools shall notify the school board of the recommendation and present all relevant factual materials.
  2. The board shall hear the complainant, review the relevant factual material, and accept or reject the recommendations of the Superintendent of Schools.
  3. The Superintendent of Schools shall notify the complainant of the board’s decision, which shall be final.

- Materials shall remain in use until the review process is fully completed.
CITIZEN COMPLAINT RE: INSTRUCTION

Date  Name  Address

The complaint is:  Personal  ☐  As representative of an organization  ☐
(Name and address of organization)  ____________________________________________

Reason for the complaint:  (Be specific)

Suggestion for correction or change:

Administrative action:  procedure and evaluation (teacher consultation, review of material:

Response:  Attach copy

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