

Public Concern About Instructional Resources

Challenged Materials

Despite the care taken to select materials for student and teacher use and the qualifications of the persons who select the materials, it is recognized that community members, students, or school staff may raise occasional objections.

In the event a complaint is made, the following procedure will apply:

- A. The person providing the materials in question shall hear the complaint first.
- B. The complainant shall be referred to the principal and requested to fill out the Request for Review of Learning Materials form (see page 2). A copy of the completed form shall be forwarded to the Superintendent.
- C. The Superintendent shall appoint a committee composed of the following persons to review the complaint:
 1. the principal;
 2. a school librarian;
 3. one classroom teacher;
 4. when applicable, the high school department head in the subject area of the challenged materials and;
 5. one high school student.
- D. The review committee shall read and examine the materials referred to them; check general acceptance of the materials by reading available reviews; weigh values and faults against each other and form opinions based on the materials as a whole and not on passages or portions pulled out of context; and meet to discuss the material in the context of the "Request to Review". The Committee may then meet with the complainant before issuing a written report and recommendation to the Superintendent of Schools.
- E. The written report and final recommendation of the committee shall be forwarded to the Superintendent of Schools and Board of Directors for final review and action.
- F. No materials shall be removed from use until the Board of Directors has made a final decision concerning the challenged materials:
 1. to withdraw materials
 2. not to withdraw materials

3. excuse the student from participating in the activity in question

Reference Source: *Student's Right to Read*, National Council of Teachers of English
The Library Bill of Rights, American Library Association