

South Wasco County School District 1

Code: **IIA-AR**
Revised/Reviewed: 7/25/97; 12/11/13; 10/16/18
Orig. Code(s): II/IIA-AR

Questioned and Challenged Materials

The process described below is intended to assure that carefully considered judgments are made in response to criticism or objections:

1. All complaints to staff members are reported immediately to the building principal involved, whether these come by telephone, letter or by personal conference;
2. The complainant is supplied with the Board's policy and standard printed form, Request for Reconsideration of Instructional Materials, which is to be filled out before consideration is given;
3. Materials subject to complaint are not removed from use pending committee study and final action by the Board;
4. The superintendent arranges for a Review Committee of six consisting of: an administrator, one representative classroom teacher, a media library teacher, a Board member and two lay persons:
 - a. The administration, classroom teacher and library-media teachers are to be appointed by the superintendent;
 - b. The two lay persons and Board member are to be appointed by the Board chair;
 - c. The committee meets immediately and returns a written report of its findings to the superintendent within three school weeks of its appointment;
 - d. The committee may recommend that the questioned material be:
 - (1) Retained without restriction;
 - (2) Retained with restriction;
 - (3) Not retained.
5. The superintendent reports the recommendation of the Review Committee to the Board at the next regular Board meeting. The Board's decision shall be final;
6. The decision of the Board is then reported to the principal of the school and other appropriate professional personnel, and to the complainant.

South Wasco County School District #1
Request for Reconsideration of Instructional Materials

Name _____ Telephone _____

Address _____ City _____ State _____ Zip _____

Representing: Yourself _____ Group or organization
Name _____

Information Regarding Instructional Material

Printed Material

Audio-Visual Material

Title: _____

Title: _____

Author: _____

Type of Material: _____

To be Completed by School Personnel

Hardcover _____ Paperback _____ Producer: _____

Publisher: _____ Distributor: _____

Copyright date: _____ Copyright Date: _____

1. To what in the material do you object? (Please be specific) _____

2. What do you believe might be the result of using this material? _____

3. Did you review the material in its entirety? (Read all of the book or see the film and hear the discussion preceding and following the showing?) If not, what part did you review? _____

4. Are you acquainted with the judgment of this material by professional critics? _____

5. What would you like your school to do about this material?
 - o Do not use it with my child.
 - o Withdraw it from use with all students, as well as from my child.
 - o Send it back to the selector or selectors for re-evaluation.
6. In its place, what material of quality would you recommend that would be an appropriate substitute in the curriculum subject area involved? _____

Signature of complainant

Date