

# Bandon School District 54

## COMPLAINTS REGARDING INSTRUCTIONAL MATERIALS

It is understood that honest differences of opinion may arise regarding instructional materials. Differences of opinion will be handled as follows:

1. All complaints are to be reported to the superintendent;
2. The complainant shall be supplied with the "Request for Reconsideration of Instructional Materials" form which must be filled out before further consideration can be given to the complaint;
3. The superintendent shall arrange for a review committee consisting of an administrator, two representative classroom teachers, two competent lay persons (who shall be appointed by the school Board) and a professional librarian;
4. Immediately after its appointment, the committee shall meet, appoint a chairman and secretary, study all the information available regarding to the material involved, and submit a report of its findings to the superintendent within three weeks after its appointment;
5. The committee may recommend the questioned material be:
  - a. Retained without restriction;
  - b. Retained with appropriate restriction;
  - c. Not retained;
6. The superintendent shall immediately report the review committee's recommendation to the school Board;
7. The decision of the Board shall be final.

# Bandon School District 54

## REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

Fill in information as appropriate:

If printed give:

If audiovisual give:

Author \_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Type of Material \_\_\_\_\_

The following information will be provided by school personnel:

Hardcover \_\_\_\_\_ Paperback \_\_\_\_\_ Producer \_\_\_\_\_

Publisher \_\_\_\_\_ Distributor \_\_\_\_\_

Copyright Date \_\_\_\_\_ Copyright Date \_\_\_\_\_

Your name \_\_\_\_\_

Telephone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

You represent (check one)

Yourself only

(Name of Organization) \_\_\_\_\_

(Identify any other group) \_\_\_\_\_

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? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(continued)

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS - KLB-AR (cont'd.)

3. Did you review the material in its entirety? \_\_\_\_\_ (Read all of the book or see the film and hear the discussions 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? \_\_\_\_\_

6. What would you like your school to do about this material?

\_\_\_\_\_ Do not use it with my child.

\_\_\_\_\_ Withdraw it from use with all students as well as from my child.

\_\_\_\_\_ Send it back to the selector or selectors for re-evaluation.

7. In its place, what material of quality would you recommend that would be an appropriate substitute in the curriculum subject area involved?

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Complainant