

**Section 600 – Instruction  
Instructional Materials  
Objection to Instructional Materials**

**File: 606.03**

All formal complaints about instructional materials must be presented in writing, on a form approved by the board of education. Refer to 606.03E1, Requests For Reconsideration of Media.

When a written complaint is completed and returned to the principal, the principal will discuss the issue and the procedures to be followed in resolving the issues, with the person filing the complaint. The complaint will then be brought to the attention of the school administrators. The principal with whom the complaint was filed shall also advise those faculty members who may use the instructional material, that a complaint has been filed. The school administrators shall decide whether to appoint a building-level review committee or a district-level review committee to study the complaint. The principals will convene building-level review committees. These building-level committees shall consist of five or more committee members composed of staff and community patrons. The superintendent of schools or his designee will convene district-level review committees. These district-level committees shall consist of five or more members composed of staff and community patrons.

The review committee shall consider district philosophy, the professional judgment of teachers, reviews of the material by other competent authorities, compatibility with the school district's adopted curriculum, the teachers' stated goals, as well as the views of the complainant. The review committee's recommendation and all accompanying rationale shall be forwarded to the board of education for its review and final decision. The school board's decision may be to remove the material in question from district use, to modify the material for continued use, or to reject the complaint and continue to use the material.

Any materials identified in a complaint may remain in use pending its review and its disposition by the board of education. Principals may, upon written request of parents or guardian, excuse students from using the material, or may direct teachers to use suitable substitutes.

Cross Reference:       204.12 Public Participation in Board Meetings  
                              403.05 Public Complaints About Employees  
                              603     Curriculum Development