

FARIBAULT PUBLIC SCHOOLS  
Faribault, Minnesota

Educational Program  
Series 600

**CHALLENGED CURRICULUM AREAS AND MATERIALS**  
Code No. 603.6

Since curriculum and accompanying materials in the Faribault Public Schools have been constructed and selected in an orderly and scholarly manner after consultation with teachers, administrators, and members of the community at large, challenges to specific curriculum or materials will also require an orderly, rational evaluation before change occurs. Such challenges and any resulting change are to be considered in terms of improving the curriculum of the Faribault Public Schools.

May 25, 1979  
Date of Approval

\_\_\_\_\_  
Legal Reference

FARIBAULT PUBLIC SCHOOLS  
Faribault, Minnesota

**ADMINISTRATIVE PROCEDURES FOR POLICY NO. 603.6  
CHALLENGED CURRICULUM AREAS AND MATERIALS**

Informal discussion:

Questions, criticism, and/or challenges (hereafter referred to as "challenge(s)") of curriculum areas or curriculum materials must first be discussed informally. Persons involved in the discussion must include the teacher(s) and the person(s) raising the challenge(s) with the goal of resolving such challenge(s) at this level. The teacher(s) must notify the building principal or director about such discussions.

Formal challenge process:

If a challenge to curriculum areas or materials is not resolved at the informal level, the person(s) may then proceed to follow the formal challenge process.

1. Challenge to curriculum areas or curriculum materials must be submitted in writing on the attached "Request for Reconsideration of Curriculum or Curriculum Materials" (RRCCM form) form to the principal or director most closely involved. The principal or director will supply the teacher or teachers involved with a copy of the RRCCM form.
2. The principal or director will direct the written challenge to the appropriate committee of professional staff for deliberation and findings on the issue within (10) days of receipt of the RRCCM form, e.g. the director of elementary education would refer a challenge to material in the reading program to the District Reading Committee or the junior high school principal would refer a challenge to a unit in the health program to the Health Committee or Department.
3. Upon deliberation and reaching a conclusion, the appropriate committee will send its written findings and recommendations to the principal or director with whom it was originally filed within five (5) days after completion of its deliberations.
4. The principal or director will present the findings and recommendations to the Division Curriculum Committee for action and its next regularly scheduled meeting, e.g. the elementary director will present to the Elementary Curriculum Council, and the secondary principals will present to their junior high or senior high Department Head Council. A written decision by this group shall be sent to the person(s) filing the challenge within (5)

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days after completion of its deliberations.

5. If the person who is challenging the material is not satisfied

with the decision of the Division Curriculum Committee (Elementary Curriculum Council, Junior High Department Head Council, or Senior High Department Head Council), that person may appeal the decision to the District Administrative Curriculum Council (DACC) by resubmitting the original RRCCM form along with written reasons for appeal within ten (10) days.

6. The DACC will review the challenge appeal, the findings and decision of the committee which studied the challenge initially, and the decision rendered by the Division Curriculum Committee. The DACC will then issue its findings in writing within five (5) days upon completion of its deliberations to the person who filed the appeal and inform that person that he/she may file a written appeal to the Board of Education if not satisfied with the result of the appeal to the DACC.
7. If the person who filed the appeal is not satisfied with the result of the appeal to the DACC, that person may appeal the decision of DACC to the Board of Education by resubmitting the original RRCCM form along with written reasons for appeal to the Superintendent within ten (10) days.
8. The Board of Education will review the challenge appeal and findings and decisions of all school committee and councils involved at the next regular meeting of the Board. The Board may refer the appeal to a Board Committee for study. Upon completion of its deliberations the Board shall inform the person who filed the challenge, in writing, of its decision. The decision of the Board of Education shall be the final step in this process.

All timelines in the above process shall be considered guidelines for careful, but timely response for consideration of the issue and should be adhered to as closely as possible. The person filing the challenge and teacher or teachers involved may present their point of view in person at each step of the process. Decisions reached at each level should also be communicated to all persons involved.

May 25, 1979  
Date of Adoption

FARIBAULT AREA PUBLIC SCHOOLS  
FARIBAULT, MINNESOTA

**REQUEST FOR RECONSIDERATION OF  
CURRICULUM OR CURRICULUM MATERIALS**

Subject: \_\_\_\_\_

Teacher: \_\_\_\_\_

Topic of Curriculum and/or title and author of material: \_\_\_\_\_

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Request initiated by: \_\_\_\_\_

Telephone: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Complainant represents: Please check

\_\_\_\_\_ Herself/Himself

\_\_\_\_\_ Organization (Name): \_\_\_\_\_

\_\_\_\_\_ Other group (Identify): \_\_\_\_\_

1. What do you object to in this curriculum area or material: (Please be specific)
2. What do you feel might be the effect of students being taught this curriculum area or using this material?
3. What do you feel is good about this curriculum area of material?
4. Are you acquainted with this curriculum area or material in its entirety? \_\_\_\_\_  
If not, what parts are you acquainted with?

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5. Are you aware of how this curriculum area or material was selected?

6. What do you believe is the theme of this curriculum area or material?

7. What would you like the school to do about this curriculum area or material?  
Please check.

\_\_\_\_\_ Do not teach and/or assign it to members of your family

\_\_\_\_\_ Withdraw it from all students

\_\_\_\_\_ Send it to the curriculum committee for re-evaluation

8. In its place what other curriculum area or material of equal equality would  
you recommend that would be as valuable and effective?

9. Other comments:

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

\_\_\_\_\_  
Date