

### Request for Re-evaluation of Materials

NOTE: No action shall be taken to process this complaint until the complainant has made an effort to discuss his or her concern with the person(s) responsible for using the material.

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Request initiated by

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(     ) \_\_\_\_\_  
Phone                                      Address                                      City                                      Zip

Complainant represents:

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Self or organization or group (name)

Material to which complainant objects:

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Title

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Author and publisher

1. Identify the person primarily responsible for use of material with whom you discussed your concern.

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Person's name, school, date of discussion

What were the results of the discussion?

2. Have you read the material in its entirety?

3. What is your understanding of why the material was originally selected?

4. What do you find of value in this material?

5. To what in the material do you object?

6. What do you think might be the result of using this material?

7. What action do you recommend to be taken on this material?

Additional comments:

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Signature of Complainant

Date

“Pursuant to the WASHINGTON ELECTRONIC AUTHENTICATION ACT, an electronic signature has the same legal effect as a manual or handwritten signature. An electronic signature will not be denied legal effect or enforceability solely because it is electronic, and any requirement for a signature is satisfied by an electronic signature. By submitting an electronic signature, the individual identified and providing the electronic signature herein verifies acknowledgement of the binding legal effect and enforceability of the electronic signature. You hereby swear that you are the parent or legal guardian of the above named student and that the information is accurate to the best of your knowledge.”

**Formerly: 2311 F4; 2020.2F4**

**Date: 05.20.11**