



*Adopted: November 11, 1975*

*Revised: 12/19/79; 1/5/88; 5/7/91; 8/9/04  
8/14/17; 4/13/20*

## **606.1 RECONSIDERATION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

### **I. PURPOSE**

The purpose of this policy is to provide direction for reconsideration of textbooks or other instructional materials within school district programs.

### **II. GENERAL STATEMENT OF POLICY**

The school board recognizes that selection of textbooks and instructional materials is a vital component of the school district's curriculum. Additionally, the school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. The school board also recognizes that it has the authority to make final decisions on selection of all textbooks and instructional materials.

### **III. PARENT REVIEW OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

- A. Parents have the right to examine materials used in the classroom or otherwise made available to students.
- B. The Board recognizes the right of an individual parent to request that his/her child not have to use specific materials provided a written request is made to the appropriate building principal. When the materials in question are a part of a course requirement, acceptable alternative materials will be provided.
- C. No parent or group of parents has the right to select the materials for students other than for their own children.

### **IV. RECONSIDERATION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

- A. The school board will follow these procedures when dealing with reconsideration of textbooks and other instructional materials.
  - 1. Any parent who wishes to request reconsideration of the use of any material(s) shall make such request in writing on forms provided through building principals. This form is attached and is to be considered a part of these procedures.

2. When parent objection(s) arise, the teaching and administrative staffs will determine when and how to deal with the material(s) in question. Recommendations will be based on such considerations as:
  - a) Appropriateness
  - b) Maturity of students
  - c) Needs of the students
  - d) Time and emphasis given
3. The principal shall provide, within five school days, a written response to the request for reconsideration, outlining the status of the material and the recommendation(s) made to the superintendent and related factors such as the people he/she involved in arriving at his/her recommendation. Distribution of this shall be made to all concerned citizen(s), teacher(s), superintendent, and the school board.
4. Upon receipt of the principal's response to the request for reconsideration the item shall be placed on the agenda of the next regular meeting. The final decision for this recommendation shall rest with the school board.
5. The reconsideration process may be halted at any point if the objection is resolved to the satisfaction of all concerned. In such cases, a brief report of the details will be furnished to all recipients of the initial request.



**Request for Reconsideration of  
Textbooks and Other Instructional Materials**

To: \_\_\_\_\_,  
Principal School

**Title of textbook, material, name of speaker, location of field trip, unit of instruction:**

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

School/Class/Teacher: \_\_\_\_\_

- 1. To what do you object? Please be specific, cite portions, and page numbers. If more room is needed, use the reverse side of this form or attach additional pages.)**

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

- 2. Did you read, listen, view or observe this material, speaker, field trip, or unit of instruction in its entirety? If not, what parts did you examine?**

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

- 3. What action do you desire the school to take?**

\_\_\_\_\_ Have the staff re-evaluate it?                      \_\_\_\_\_ Withdraw the material.  
\_\_\_\_\_ Do not assign this material to                      \_\_\_\_\_ Other (please specify)  
my child in the classroom.

- 4. Would you wish to be present at a session for re-evaluation of this material?**

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

**5. Request made by:** \_\_\_\_\_  
*First and Last Name*

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_