



St. Martin Parish School Board
Request for Review of Nonsecure Instructional Materials

Parents shall have the right to access and review, upon request, the nonsecure instructional materials used in the education of their children. In compliance with Act 436 of the 2014 Louisiana Legislature, the custodial parent(s) or legal guardian(s) of a child may review instructional materials to be used by their child or children through the process outlined in the chart below.

For the purpose of Act 436, “instructional materials” means content that conveys the knowledge or skills of a subject in the school curriculum through a medium or a combination of media for conveying information to a student. It also includes any nonsecure test, nonsecure assessment, or survey administered to a student. **Assessments may not be reviewed before they are administered to a student.** The term also includes books, supplementary materials, teaching aids, computer software, magnetic media, DVD, CD-ROM, computer courseware, online material, information, or services, or an electronic medium or other means of conveying information to the student or otherwise contributing to the learning process.

Name of Parent or Legal Guardian: _____

Student’s Name: _____ Grade Level: _____

Address: _____

Phone Number: _____

School: _____

Reason for Review (Please attach a separate sheet if necessary): _____

MATERIAL REQUESTED FOR REVIEW:

Title: _____

Author: _____

Publisher: _____

Subject Area(s): _____



REQUEST FOR REVIEW OF NONSECURE INSTRUCTIONAL MATERIALS

Did you read or view the material in its entirety? _____ Yes _____ No

Did you find the materials appropriate for the grade level? _____ Yes _____ No

In what school and through which class or assignment did you encounter this material?

List any complaints or concerns you have with the materials under review. Include page specific portions to which you object, paragraph numbers, and page numbers (Please attach a separate sheet if necessary).

What are your expectations as a result of your review?

FOR COMPLAINTS TO BE CONSIDERED, THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND SIGNED BY THE REVIEWER. THE PRINCIPAL OF THE SCHOOL WILL ADDRESS THE CONCERNS WITH THE DISTRICT’S DIRECTOR OF CURRICULUM AND INSTRUCTION.

Signature of Reviewer: _____

Date: _____

Note: Attach the written request from the parent(s) or guardian(s) to review instructional materials to the back of this form and keep a copy of all documents for your records.