

BUCKNER ELEMENTARY SCHOOL COUNCIL POLICY

REVIEW OF CHALLENGED INSTRUCTIONAL MATERIAL

2001

TOPICS

STATEMENT

a. Request for
Review

The review of instructional material, including textbooks, supplementary materials, and library books, on the basis of citizen concerns will be conducted in response to a properly filed request. Forms for such requests will be made available at the Principal's Office. The request shall include a statement of reason for objection and a statement of desired action regarding the material.

In the event of a citizen complaint regarding instructional materials, freedom of information and professional responsibility shall be the guiding principles. However, the principal may temporarily withdraw the material pending a decision of the Council. Additionally, individuals may be assigned other materials in lieu of those being challenged.

b. Review
Committee

The Principal shall establish an ad-hoc Review Committee, composed of the Principal, the media specialist, two staff members whose subject area is affected, and two parents.

The following steps shall be taken by the Review Committee:

1. Read or examine the materials in question;
2. Conduct a check of the acceptance of the materials in professional reviewing media and of teacher rationale for the selection of the material;
3. Make a value judgement concerning the materials as a whole, and not on parts taken out of context; and
4. File its written decision with the Principal and send a copy to each member of the School Council.

The Principal shall then inform the complainant in writing of the committee's decision within ten (10) school days.

c. Appeal

Within ten (10) school days after the complainant has been informed of the committee's decision, the complainant may appeal the decision, in writing, to the School Council.

Upon receipt of the appeal, the School Council will review the challenged material, the challenge request form, the decision of the Review Committee, and any pertinent information relating to the material at its next regularly

scheduled meeting. The School Council may arrive at its decision at this meeting or delay the decision, to collect additional information, until the following meeting. The School Council shall notify the complainant of its decision at a date no later than five (5) days following the second meeting.

d. Appeal to

The decision of the School Council may be appealed to the Superintendent and the Board of Education by the process established by O.C.B.E. policy 1070. In the event of an appeal, the Council will forward all the information related to the challenge to the Superintendent and the Board of Education.

Adopted – Buckner Elementary School Council – December 15, 1998

Revised – Buckner Elementary School Council – January 21, 2010

REQUEST FOR REVIEW OF TEXTBOOKS AND RELATED MATERIALS

Type of Book____ Electronic media _____ Speeches/Presentations _____

Material: Software _____ Video_____ Other____

Author (if known)_____

Title_____

Publisher (if known)_____

Request initiated by_____

Telephone_____ Address_____

Complainant represents:

Himself or Herself_____

Organization (name)_____

Other group (name)_____

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED AFTER THE COMPLAINANT HAS READ, VIEWED, OR LISTENED TO THE MATERIAL IN ITS ENTIRETY. If sufficient space is not provided, attach additional sheets. Please sign your name to each additional attachment.

1. Did you inspect all of the material carefully?_____

If not, which parts were inspected?_____

2. What do you believe is the theme or main idea in this material?

BUCKNER ELEMENTARY SCHOOL
OLDHAM COUNTY SCHOOLS

3. What do you find objectionable in the material? (Please be specific)

4. What do you feel might be the result of exposure to the material?

5. For what age group would you recommend this material?

6. Is there anything good about this material?

7. Which of the following would you like the school to do with this material?

- a. refrain from assigning it to your child _____
- b. assigning the material to specific grade levels _____
- c. withdraw it from all students _____

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8. In its place, what material, if any, would you recommend that would convey as valuable a picture and perspective of our civilization?

Signature _____ Date _____