

Allegations of violation of the academic freedom policy are to be in writing. The allegation must include specific information as to time, place, topic or issue and basis for claim that the policy has been violated. Allegations of violation will be signed by the complainant and delivered to a responsible school official.

When an allegation of violation is received, the allegation will be jointly considered by the responsible official and the employee whose actions are being challenged. The complainant may be present to orally present his/her position if desired.

The responsible official will, after full investigation of the allegation, make a written finding of fact, which together with his/her disposition of the matter, shall be delivered to both the complainant and the employee whose actions have been challenged.

For the guidance of employees who may be faced with the responsibility of handling a controversial issue, the following guidelines are offered:

1. In case of doubt, seek the principal's advice.
2. In the event a complaint is lodged, the investigation of the complaint could involve seeking answers to the following questions:
 - a. How does/did the issue relate to the subject matter and maturity level of the students?
 - b. Was an effort made to:
 - (1) Identify biases pertinent to the issue?
 - (2) Identify divergent points of view about the issue?
 - (3) Get students to explore the issue from the various viewpoints?
 - c. Were students encouraged to voice their personal reactions and views concerning the issue?
 - d. Was every reasonable effort made to accord respect for the rights and opinions of the discussants and of the principals in the issue?
3. Keep written records of important, basic facts pertaining to the handling of the situation.

Implemented: June 16, 1986 North Thurston School District