

Instructional* Materials Challenge

It is the policy of the Board of Education to ensure that a citizen's complaint regarding instructional material is given respectful attention and that the integrity of the educational program is upheld. The following procedure will apply:

1. An instructional material complaint received by a Board of Education member or a member of the professional staff that has not been resolved informally shall be forwarded to the Assistant Superintendent of Schools. Formal consideration of the matter will be taken once the complainant submits a completed 'Request for Review of a Text or Materials' form.
2. Should a complaint be filed regarding a particular book or other material, the Assistant Superintendent shall appoint a chair and a review committee consisting of at least three (3) professional personnel with experience in relevant grade levels and subject fields and a member of the community. None of the committee members will be directly involved in the dispute.
3. The review committee shall meet promptly, arrange conferences with the complainant and teacher who have used the material in question, and any appropriate specialists, if needed. After reviewing and examining the materials, considering specific objections, the age and the maturity of the students, and the content and manner that the material is presented, the committee will weigh the educational value and alleged deficiencies of the material. The committee shall also weigh possible alternatives against the need for curriculum compliance. Its recommendation shall be submitted in writing to the Superintendent and the complainant will be notified of the resolution.
4. Should dissatisfaction remain after the conference specified above, the matter will be referred to the Superintendent of Schools who will attempt to resolve the issue. The Superintendent will review the complaint and the committee's recommendation and render a decision in the matter.
5. The decision may be appealed in writing to the Board within twenty (20) days. The decision of the board shall be communicated in writing to all interested parties. The Board's decision shall be final.

*Everything other than library material

Chenango Valley Central School District
Request for a Review of Text or Materials

Please complete all questions. Should a question not be applicable, indicate N/A.

Name_____

Date_____

Address_____

Telephone_____

Complainant represents:

Self Other (identify)_____ Organization_____

Nature of complaint_____

Title, author and publisher_____

Portion of text or material objectionable (cite pages if possible)_____

If book or article, have you read it in its entirety? Yes No

What outcome do you wish in this matter?_____

Signed_____