

Board Policy

Code No. 605.3E2

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIAL

RETURN COMPLETED FORM TO
BUILDING PRINCIPAL
WITHIN FIVE SCHOOL DAYS

Date/Time _____

I. Item Description (fill in all information): _____

Title: _____

Author/Producer: _____

Published/Distributor: _____

Copyright Date: _____

INSTRUCTIONAL MATERIAL FORMAT:

<input type="checkbox"/> Book	<input type="checkbox"/> Study Print	<input type="checkbox"/> Internet Site
<input type="checkbox"/> Chart	<input type="checkbox"/> Audio Tape	
<input type="checkbox"/> Periodical	<input type="checkbox"/> Transparency	
<input type="checkbox"/> Multimedia Kit	<input type="checkbox"/> CD	
<input type="checkbox"/> Slides	<input type="checkbox"/> Videotape	
<input type="checkbox"/> Computer Software	<input type="checkbox"/> DVD	
<input type="checkbox"/> Programmed Materials	<input type="checkbox"/> Other	

II. Request Initiated by: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

School(s) in which item is used: _____

Grade and subject in which item is used: _____

Person making the request represents: _____

a. Himself/Herself: _____

b. Group or Organization: _____

Name of Group: _____

Address of Group: _____

Telephone: _____

**III. Please complete the following questions concerning the instructional material.
Use extra paper as needed.**

1. Did you read, view, or listen to this instructional material in its entirety? _____ Yes
_____ No

If not, what sections (page numbers) did you review?

2. Specifically, what do you object to in this material? Please be specific: (cite pages or frames, etc.)

3. What do you believe to be the main idea/theme/purpose of this instructional material?

4. What do you feel are the positive attributes of this material?

5. In your opinion, what do you think will be the results of students reading, viewing, or listening to this material?

6. Do you feel that this material is appropriate for any school age group?
_____ Yes _____ No If yes, what level?

7. In the place of this item would you care to recommend other material which you consider to be of equal or superior quality for the purpose intended?

8. Specifically, what are your recommendations to the school with respect to the instructional material in question? (Check one)
_____ a. Optional instead of required
_____ b. To allow students to use alternate materials
_____ c. Allow use at another level
_____ d. Withdraw material from District's schools
_____ e. Other (specify)

Signature of Complainant

Date

NOTE: RETURN COMPLETED FORM TO BUILDING PRINCIPAL WITHIN FIVE SCHOOL DAYS.

Approved: February 4, 1985

*Reapproved: January 23, 1995
June 15, 1998
June 18, 2001
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July 9, 2007
August 1, 2011*

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