



KEC - PUBLIC CONCERNS/COMPLAINTS ABOUT INSTRUCTIONAL RESOURCES

Educational materials which may be deemed by some as objectionable may be considered by others as having sound educational value or worth. Any concerned District resident or employee of the District may request reconsideration of educational materials; however, the challenged material will not be removed from circulation while the District's reconsideration process occurs. The rights of students, parents, and teachers shall be respected. If complaints arise regarding educational materials, subject matter, or programs aired on the District's television station(s), they shall be handled by a fair and orderly process within a reasonable period of time. District personnel or the Board of Education, individually or collectively, who receive complaints shall not give formal consideration to such complaints until they have been addressed in the following manner:

1. If the complaint is lodged directly with the media specialist or a classroom teacher, an immediate dialogue between the teacher and the complainant is encouraged with the hope that the concern may be resolved at that level with no further action necessary.
2. If the complaint is lodged with other than the media specialist or classroom teacher or an administrator, the matter shall be referred immediately to the media specialist or classroom teacher and the building principal.
3. The first effort of a principal or other administrator in dealing with a complaint shall be to allow the media specialist or classroom teacher involved to seek resolution of the concern with or without the involvement of the principal as circumstances may indicate.
4. The District Media and Technology Support Center shall be notified of all requests for reconsideration regarding educational materials and may assist the media specialist or classroom teacher and/or principal by providing review and selection information.
5. If attempts at informal resolution of the complaint are unsuccessful, the complainant shall fill out the reconsideration form provided by the District, after which a hearing shall be held involving the complainant, the media specialist or classroom teacher, the principal or other administrators, and other appropriate parties. Every reasonable effort shall be made to settle the matter at this level.
6. If further consideration is necessary, the complaint shall be referred to the executive director of student achievement and professional development, and a decision shall be made as to whether temporary restrictions shall be placed on the use of the materials or subject matter pending resolution of the concern.

7. The executive director of student achievement and professional development shall select and chair a committee including appropriate representation of teachers, administrators, media specialists, and parents or other citizens. This committee shall hear all parties involved in the complaint and render to the complainant its decision in writing within 10 school days following the hearing.
8. The complainant shall be informed that any further consideration of the matter shall require arrangement with the superintendent, who will make final determination.

Textbooks or supplementary text materials previously approved by the Board shall not be included in these procedures but shall be referred to the appropriate instructional improvement committee which shall make recommendations through the action review committee to the Board concerning their continued use.

Adopted: April 1972
Revised: August 1975
Revised: April 1978
Revised: August 1981
Revised: January 1982
Revised: May 1988
Revised to conform with practice: May 22, 1995
Revised: November 27, 1995
Revised: October 11, 2004

CROSS REFS:

IJ, Instructional Resources and Materials
IJL, Library Materials Selection and Adoption