

## GRAND ISLAND PUBLIC SCHOOLS

### 7375 REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS OR LIBRARY COLLECTIONS

The Grand Island Public Schools supports the belief that all students have access to the educational resources they need at the right moment, at the right level, and with the right intensity, to not only reach high expectations for learning, but also to discover and explore their passions and make meaningful connections within the context of their postsecondary interests. The Grand Island Public Schools uses a comprehensive process to select and adopt instructional materials that is based on selection criteria established by Board policy.

Any student, parent/guardian, resident or employee of the Grand Island Public Schools may formally challenge instructional materials used in the district's educational program on the basis of appropriateness. Questioned materials will be considered in their entirety, and the major criterion for final decision is the appropriateness of the material for its intended educational use. Objections to the use of curriculum material or library collections currently in use shall be handled at the school level, if possible, according to the following procedures.

The procedure for the reconsideration of instructional materials used in the curriculum or library collections of the Grand Island Public Schools is as follows:

1. The challenged material will remain in use until a final decision is rendered.
2. At any time in the process where appropriate forms are not filed or appropriate steps are not followed the objection is voided.
3. If a complaint is in writing, the letter should be acknowledged promptly, including an invitation to the complainant to a conference at the school;
4. If the matter cannot be resolved satisfactorily at the school level, the principal shall:
  - a. ask for a "Citizen's Request for Reconsideration of Instructional Materials" form (attached);
  - b. offer to send the "Request for Reconsideration" form describing the situation to the associate superintendent for student services;
  - c. send a brief written statement describing the situation to the associate superintendent for student services;
  - d. assure the complainant that they will be contacted promptly by the associate superintendent for student services; and
  - e. explain that the materials will not be withdrawn while a decision is pending - alternative resources can be offered by the curriculum team.
5. Upon receipt of the "Request for Reconsideration" form, the Associate Superintendent for Student Services shall take appropriate action to see that the material is reviewed. If warranted, a meeting of a curriculum advisory committee shall be called.
  - a. Committee members (student if appropriate, teacher, media specialist, parent, BOE member) shall review the material in advance of the meeting.
  - b. Committee members shall report their findings to the Associate Superintendent for Student Services.
6. Upon receiving the advisory committee's report, the Associate Superintendent for Student Services shall make a decision, notify the complainant by letter and explain any appeal procedures.

Cross reference:       7320 CURRICULUM RESOURCE ADOPTION  
                                  7320.1 Resource Selection Process  
                                  9110 PARENTAL ACCESS TO EDUCATION TO PRACTICES  
                                  9110.2 Request for Exception/Exclusion Form

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL OR LIBRARY COLLECTIONS MATERIAL  
Form Attached

Policy Adopted: 05.13.2021

GRAND ISLAND PUBLIC SCHOOLS

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL OR LIBRARY COLLECTIONS MATERIAL

Complainant:

Name:

Email:

Phone:

Address:

School Building:

Principal:

Date complaint filed:

Material(s) in question:

Author:

Title:

Publisher or producer (if known):

Complaint initiated by:

Telephone:

Address:

Email:

Do you represent Yourself \_\_\_\_ Other group or organization \_\_\_\_

PLEASE RESPOND TO THE FOLLOWING. USE ADDITIONAL PAPER IF NEEDED.

1. Is the resource part of the curriculum, library collection, or other?
2. Have you read/viewed this material in its entirety?
3. To what in the material do you object? (Please be specific, cite pages.)
4. What do you feel might result from the use of this material?
5. What would you like your school to do about this material?
6. In its place, what material would you recommend?
7. Do you desire to meet with the Materials Review Committee to discuss this material?
  - a. Yes \_\_\_\_ No \_\_\_\_

\_\_\_\_\_  
Signature of Complainant

\_\_\_\_\_  
Date

PLEASE SUBMIT THIS FORM TO THE BUILDING PRINCIPAL