

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Reconsideration of Instructional Materials or Activities**

Policy Number: **INB** Effective Date: **11/12**

Date of Original Policy and Revisions: **1/84, 6/92, 4/99, 2/00, 3/07, 12/09**

Cancels Policy: _____ Dated: _____

Date of Next Review: **11/15**

POLICY

Bethel School District provides an orderly process to accommodate honest differences of opinion regarding the use of instructional materials or activities.

Procedure

- A. Complaints should be initiated at the building level.
- B. An opportunity shall be provided for the complainant to meet with a building administrator and staff member(s) involved.
- C. If the complaint is still unresolved, the complainant shall be supplied with a “Request for Reconsideration of Materials or Activity” form, which must be filled out before further consideration may be given.
- D. The Superintendent or designee shall arrange for a review committee consisting of an administrator, two representative classroom teachers, a community representative from each school, and a media specialist.
 1. The community representatives shall be appointed by each school's parent advisory group.
 2. The committee will meet, appoint a chair and secretary, and study all information available in regard to materials involved.
 3. A written report shall be returned to the Superintendent within three (3) weeks of the initial meeting. The report shall also be forwarded to each school's parent advisory group. The written report of the findings of the committee will include the minutes of the committee meetings, the recommendation of the committee, and a report of the vote of each committee member. The minutes shall include a report of both majority and minority opinions and address the following criteria:
 - a. Contributions the subject matter makes to the:
 - (1) curriculum
 - (2) educational interests of student
 - (3) breadth of information on a subject
 - b. Reviews found in standard selection sources and recommendations by professional personnel
 - c. Age appropriateness of the material
 - d. Accuracy of material
 - e. Integrity of the material
 - (1) Webster's definition of integrity: an adherence to a code of moral, artistic, or other values.

The recommendation of the committee shall be one of the following:

- The material is retained without restriction
- The material is retained with restriction
- The material is not retained

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

4. The books or materials involved may be removed from use by the committee pending a decision of the committee.
5. The Superintendent shall provide the committee's written report to the School Board at the next regularly scheduled meeting.
6. The complainant may appeal the committee's recommendation to the School Board. The School Board will determine the appeal based on the written record provided by the committee.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

[Administrative Rule INB. Reconsideration of Instructional Materials or Activities - FORM](#)