

INSTRUCTION

2530F

Request for Review & Reconsideration of Instructional Materials

The trustees of Cottonwood Jt. School District have established a formal process for eligible parties who wish to submit learning material reconsideration. For the purposes of this process, learning materials includes:

1. Approved curriculum;
2. Material used in classroom instruction;
3. Library materials; and
4. Any materials to which a teacher might refer student as part of the course of instruction.

This form is required when making a formal complaint. It will then be turned over to the Learning Materials Review Committee.

Before submitting this form, please discuss the resource with the school librarian, in the case of a library resource, or teacher, in the case of a classroom resource.

Please review Policy 2530 before submitting a complaint.

If you object your child using a particular learning material in the classroom, Policy 2425

Date: _____

Name: _____

Address: _____

City: _____ State/Zip: _____

Phone: _____ Email: _____

Please check each of the following that describe you:

_____ Parent or Guardian of District student

_____ Current Student

_____ District Employee

_____ District Resident

_____ None of the Above

Please check each of the following that apply:

The material was used as a part of classroom instruction; or

The item was available for check-out in the school Library:

Please check the application box below to help us identify the resource:

Book or E-book

Movie

Magazine

Audio Recording

Digital Resource

Games

Newspaper

Other: _____

Title: _____

Author/Producer: _____

What brought this resource to your attention?

Have you examined the entire resource: If not, what sections did you review?

If this is material used in the classroom, were you provided an alternative instructional resource?

Why do you believe this resource should be removed from use in the classroom/removed from the school library?

Are there resources you suggest to provide additional information and/or other viewpoints on this topic?

What action are you requesting the committee consider?

_____ Retain the material in its original location; or

_____ Relocate the material to another suitable section; or

_____ Remove the material entirely.

_____ Other requested remedy: _____