

() Required
(**X**) **Local**
() Notice

COMPLAINTS ABOUT CURRICULA OR INSTRUCTIONAL MATERIALS

The BOCES Board recognizes its responsibility for the selection of instructional materials. The Board expects BOCES teachers and administrators to recommend books and other materials in accordance with sound educational principles and practices, and to use them effectively in the classrooms. However, the Board also recognizes the right of community members to voice concerns and/or complaints regarding the implementation of a particular curriculum and/or instructional material.

Any complaint regarding materials that are in BOCES instructional programs that cannot be resolved informally shall be submitted in writing to the District Superintendent. An Instructional Material Review Committee, consisting of faculty members with expertise in the discipline related to the challenged materials, will be designated by the Superintendent to investigate and judge the challenged material. BOCES counsel shall be available to this committee as determined by the DS.

The committee shall make recommendations to the District Superintendent concerning the disposition of the complaint, and the District Superintendent will issue a decision. This decision may be appealed to the Board, and the decision of the Board shall be final.

Cross-ref: 4511, Textbook Selection and Adoption

Ref: Education Law §§1709(15); 1711(2)(f)
Board of Educ., Island Trees UFSD v. Pico, 457 US 853 (1982)

Adopted: November 20, 1989
Ratified: December 18, 1989
Amended: December 15, 2008

COMPLAINTS ABOUT CURRICULA OR INSTRUCTIONAL MATERIALS REGULATION

The following procedures shall apply to the handling of complaints concerning any textbook, library book, and/or any other instructional material used in BOCES programs.

1. When a person has a complaint concerning a textbook, library book or other instructional material and protests its use in class or its availability in a BOCES library, the Division Director shall hold an informal meeting with the complainant and the teacher, librarian, or other staff member who is using or providing the book or material. At this meeting, the complainant will be asked to make clear his or her objection to the material; the teacher or librarian will be asked to explain the educational value of the material.
2. If the complaint is not resolved informally, the complainant may file a formal written RFR (Request for Reconsideration) with the Division Director on a form provided for this purpose (see Exhibit 1420-E).
3. The Division Director, the teacher, or other involved professionals shall confer on the challenged materials. If, upon evaluation by the above personnel, the RFR is justified, the book and/or media materials will be withdrawn.
4. If, upon evaluation by the above mentioned personnel, the RFR is not justifiable, the requesting party may submit the RFR to the District Superintendent in writing (1420-E).
5. Requests thus submitted will be considered by a faculty committee appointed by the District Superintendent; the committee members shall have expertise in the discipline related to the challenged materials.
6. The committee shall:
 - a. read and examine the challenged materials;
 - b. consider the specific objections to the material voiced by the complainant;
 - c. weigh the values and faults of the material as a whole;
 - d. consider oral presentations made to the committee, if any;
 - e. where appropriate, solicit advice or opinion from other BOCES faculty and/or relevant professional organizations such as the American Library Association, the National Council of Teachers of English, National Council of Social Studies Teachers; and
 - f. issue a report to the Superintendent containing its findings and recommendations concerning any complaint.
7. The District Superintendent shall review the report of the committee, make a decision and notify the complainant and appropriate staff.
8. If the complainant is not satisfied with the District Superintendent's decision he/she may refer the complaint to the Board. The District Superintendent will deliver a copy of his/her decision and the committee's report to the Board for its consideration. The final decision shall be made by the Board.

Adopted: December 15, 2008

Ratified: December 15, 2008

COMPLAINTS ABOUT CURRICULA OR INSTRUCTIONAL MATERIALS EXHIBIT

Request for Reconsideration of Instructional Materials

Print (Book)

Non-Print (Media)

Author: _____

Hardcover

Paperback

Title: _____

Publisher (if known): _____

Request initiated by _____

Telephone (____) _____ Address _____ City & Zip _____

Requesting party represents: Self

(name of organization) _____

(identify other group) _____

1. To what in the material do you object? (Please be specific; cite pages and/or sections of media)

2. What do you feel might be the result of reading/ viewing this work?

3. For what age group would you recommend this book or media material?

4. Is there anything good about this book or media material?

5. Did you read the entire book or preview the entire media material?

If not, what parts? _____

6. Are you aware of the judgment of this book by literary critics and of media material by experts in the field?

7. What do you believe is the theme of this book or media material?

8. What would you like your school to do about this book or media material?

Signature of Requesting Party

Date

Adopted: December 15, 2008

Ratified: December 15, 2008