

# Scott County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Reconsideration of Instructional Materials and Textbooks</b>	Descriptor Code: <b>4.403</b>	Issued Date: <b>08/08/96</b>
		Rescinds:	Issued:

1 The Board supports principles of intellectual freedom inherent in the First Amendment of the Constitution  
2 of the United States and expressed in the *Library Bill of Rights* of the American Library Association.

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4 Because opinions differ, there may be questions concerning some instructional and library materials  
5 despite the quality of the selection process. If a complaint is made, the following procedure is to be  
6 followed:

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- 8 1. Inform the complainant of the selection procedures and make no commitments.
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- 10 2. Request the complainant to submit a formal *Request for Reconsideration of Instructional*  
11 *Materials*.
- 12
- 13 3. Inform the principal (and other appropriate personnel).
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- 15 4. Keep challenged materials available for use during the reconsideration process.
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- 17 5. Upon receipt of the completed form, the principal requests review of the challenged materials by  
18 an ad hoc materials review committee within fifteen (15) working days, and notifies the appro-  
19 priate supervisor and superintendent that such review is being done. The review committee is  
20 appointed by the principal, and includes certificated library media personnel, representatives from  
21 classroom teachers, one or more parents, and may include one or more students.
- 22
- 23 6. The review committee shall take the following steps after receiving the challenged materials:
  - 24 a. Read, view or listen to the material in its entirety;
  - 25
  - 26 b. Check general acceptance of the material by reading recognized and evaluative reviews;
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  - 28 c. Determine the extent to which the material supports the curriculum;
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  - 30
  - 31 d. Complete the appropriate *Checklist for Reconsideration of Instructional Materials*, judging the  
32 material for its strength and value; and
  - 33
  - 34 e. Present recommendation to principal for further action and to the director of schools for  
35 purposes of information.
  - 36
- 37 7. If the complainant desires further action after receiving the recommendation of the committee and  
38 the decision of the principal, an appeal may be made to the Board.

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40 Legal Reference:

- 41 1. *Island Trees/Union Free School District v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982)
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