

Policies of the Board of Education

Series 800: School-Community Relations

**PUBLIC COMPLAINTS ABOUT INSTRUCTIONAL MATERIALS**

871-Rule

Occasional objections to a selection will be made by the public, despite care taken to select valuable materials for student and teacher use and the qualifications of persons who select the materials.

The principles of the freedom to read and of the professional responsibility of the staff must be defended, rather than the materials.

A file is kept on materials likely to be questioned or considered controversial.

If a complaint is made, the procedures are as follows:

- 1) Be courteous, but make no commitments.
- 2) Invite the complainant to file his/her objections in writing and offer to send him/her a prepared questionnaire so that he/she may submit a formal complaint to the media committee (appointed by the principal).
- 3) Inform the superintendent and the media supervisor.
- 4) The media committee will meet within two weeks and will:
  - a) Read and examine materials referred to it.
  - b) Check general acceptance of the materials by reading reviews.
  - c) Weigh values and faults against each other and form opinions based on the material as a whole and not on passages pulled out of context.
  - d) Meet to discuss the material and to prepare a report on it.
  - e) File a copy of the report in the school and administrative offices within one week of their meeting.
- 5) The Board of Education will review the media committee report and determine if it should take action to remove the material from the LMTC shelves or the curriculum (classroom) at its next regularly scheduled Board meeting.
- 6) Any challenged material or program shall be reviewed no more than once per academic year unless this provision is waived by the superintendent.

Cross Ref.: 871-Exhibit, Request for Reconsideration of Materials

Adopted: 2/14/83

Revised: March 1994  
September 1994  
July 2002

Waunakee Community School District