

The selection of textbooks is, and shall continue to be, the direct responsibility of the Board of Trustees of the Minidoka County Joint School District No. 331. Final recommendation of textbooks and supplementary textbooks shall be made by the appropriate textbook selection committee to the Board of Trustees.

The following provisions are developed to assist in the implementation of this policy:

1. There shall be ~~two committees~~ a committee formed from among teachers with expertise in specific to the curriculum being selected and approved by building principals. ~~one to serve the elementary schools and the other to serve the secondary schools.~~
2. ~~The Elementary Textbook Selection Committee shall consist of the Superintendent or designee, one (1) elementary principal, one (1) elementary teacher from each school, and any special services representative as needed. The elementary principal shall be appointed by the Superintendent of Schools or designee. The elementary teachers shall be selected by the Principal.~~
3. ~~The Secondary Textbook Selection Committee shall consist of the Superintendent or designee, one (1) secondary principal, one (1) teacher from each secondary school, and teachers representing special areas. The principal shall be appointed by the Superintendent of Schools or his designee. The secondary teachers shall be selected by the secondary principal.~~
4. ~~The chairman will be the principal and will be responsible for scheduling meetings. He/she will notify the members well in advance of the meeting time with an agenda and will disperse necessary materials to the members for their consideration before they meet to discuss materials.~~
5. Committee members shall be appointed annually for a period of one year. ~~A quorum shall consist of a majority of the committee.~~
6. Each Textbook Selection Committee will ~~write or revise the curriculum for the district and study and~~ recommend textbooks or supplementary materials that meet the curriculum guidelines that are appropriate for the needs and abilities of the students. Parents and students are also encouraged to make suggestions and requests.
7. As the process of selection narrows to final recommendations, sample copies of the textbooks will be circulated among the teachers for their review and recommendations.
8. ~~The selection of supplementary materials shall be made according to the judgment of the building principal.~~
9. Criteria for Selection:
 - a. Textbooks and Supplemental materials are to be carefully evaluated by the Textbook Selection Committee by the standard tools and reliable guides for selection as to scope, reliability, treatment, readability, subject interest, format, special features and potential use.

- b. Special consideration will be given to selection of those materials, particularly in the areas of religion, ideologies, sex and science, that are of the highest caliber available and which will respect and reinforce the teachings and values of home and country; viz., patriotism and loyalty to home and country, respect for others and individual rights, and all other qualities that will lead to the development of the honorable individual and the community. These measures will assure the best qualitative standards.
- c. Patrons will continue to have the right to examine any instructional materials used in the schools, and to follow the procedure as outlined below if they desire to make an objection.

10. Criticism

- a. Occasionally a citizen of the school community will question the choice of instructional materials. If a complaint is made in writing, the complainant may request that the questioned materials be withheld from his/her student (with no scholastic penalty to occur as a result of the necessary adjustments) pending decision in writing by a district Instructional Materials Review Committee. This committee shall consist of five professional educators, five patrons not employed as professional educators, and the Superintendent of Schools or his designee who will chair the committee. Three of the professional educators will be appointed by the teachers of Minidoka County School District No. 331 or their authorized representative, and two will be appointed by the committee chairman from the appropriate Textbook Selection Committee. Three of the patrons will be appointed by the Board of Trustees and ~~two~~ two will be appointed by the committee chairman. All committee members, except those appointed by the committee chairman, shall be appointed annually for a period of one year. The members appointed by the committee chairman shall serve at his/her pleasure.
- b. A quorum shall consist of a majority of the committee.

11. Objective Procedure

- a. To insure an orderly process for the discussion of challenged material, all objections must be submitted in writing upon an objection form attached and made part of this policy by reference to the building principal who will use it as a basis for discussion between the complainant, and the staff member.
- b. The principal will arrange to have a personal conference within five (5) school days after receiving the complaint in writing with the complainant, and the staff member using the questioned materials.
- c. A written record of the conference will be retained by the principal, and a copy sent to the Superintendent or his designee, the staff member, and the complainant.

- d. Following the initial conference if the complainant is not satisfied, he/she may then request the material be reviewed by the Instructional Materials Review Committee, which shall review the materials and complaint within five (5) days after receiving the request for review. The committee members will receive a copy of the conference record prior to the meeting. The staff member and the complainant shall be invited for the initial discussion of the complaint.
- e. The committee chairman will notify the complainant, the principal, and the superintendent of the committee's decision ~~with in~~within ten (10) days of receipt of the complaint by the Instructional Materials Review Committee.
- f. In the event that the complainant does not agree with the decision of the committee, he/she may appeal in writing to the Board of Trustees, and send a copy of the appeal to the committee chairman. The chairman will then send the original complaint, the record of the conference between the complainant, staff member, and principal and any other documents pertaining to the complaint, to the school board for consideration. The school board will notify the complainant when consideration of the appeal will be made. This appeal will be placed on the agenda of the next regular meeting of the school board. The decision of the school board shall be final.
- g. All documents pertaining to a complaint will be kept on file by the chairman of the Instructional Materials Review Committee.



LEGAL REFERENCE:

ADOPTED: January 19, 1976

AMENDED/REVISED:

ATTACHMENT: "Citizens Request for Reconsideration of a Book or Other Instructional Materials" Form

**CITIZEN'S REQUEST FOR RECONSIDERATION OF A BOOK OR OTHER
INSTRUCTIONAL MATERIAL**

Description of Material (Name of book, film, magazine,
etc.) _____

Request initiated by _____

Telephone _____

Address _____

City _____ Zip _____

Complainant represents

Himself/_Herself

(Name of organization)

(Identify other group)

1. To what in the book or material do you object? (Please be specific; cite pages etc.)

2. What do you feel might be the result of reading this book or using this material?

3. For what age group would this material be appropriate? _____

4. Did you read the entire book or review the material in its entirety? What parts did you read or review? _____

5. Is there anything good about this book or material? _____

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

_____ do not assign it to my child

_____ withdraw it from all students as well as from my child

Signature of Complainant _____

Received by Date _____