

	<b>ABERDEEN SCHOOL DISTRICT</b>	<b>NEPN Code: KEC-R</b>
	<b>POLICIES AND REGULATIONS</b>	

## **CHALLENGED MATERIALS**

### **RECONSIDERATION OF MATERIALS - REGULATIONS**

This procedure is for the purpose of considering opinions of those persons in the schools and community who are not directly involved in the selection process of library/media resources and materials.

#### **COMPLAINTS**

Any resident, employee or parent of a child attending the Aberdeen School District may object to any print or non-print materials/resources by completing the form, "Citizen's Request for Reconsideration of Material." This form is available from the principal's office in each building in the district or from the District Library/Media center. This request must be signed and returned to the principal.

#### **REQUEST FOR INFORMAL RECONSIDERATION**

1. The principal shall inform the Superintendent or his/her designee that a complaint has been received.
2. The professional library media staff shall attempt to settle the issue by:
  - a. Reviewing/reading the material and the written formal complaint
  - b. Stating faith in it or removing it from the collection.
  - c. Providing a written determination to the principal.
  - d. Principal will inform the complainant of the informal reconsideration decision.

#### **REQUEST FOR FORMAL RECONSIDERATION**

3. If the complainant is not satisfied with the informal reconsideration, the complainant may request further review of the material through a Reconsideration Committee. The Reconsideration Committee shall consist of the following persons:
  - a. The professional library-media staff member of the school involved
  - b. The building principal
  - c. One teacher appointed by the principal
  - d. Two parents selected by the principal

Each member of the Reconsideration Committee shall read or view the material in question in its entirety. Members of the Committee shall be given the "Checklist for Reconsideration of Library/Media Materials" and a copy of the written complaint to assist them in objectively reviewing the material in question. The Committee shall be presided over by the building principal with one member appointed as recorder. Each member of the Committee has one vote and a simple majority carries an issue.

As soon as all members of the Reconsideration Committee have read/reviewed the material, a meeting will be held to discuss the material and the complaint. Within ten school days after the Committee has met, a written decision of the Committee shall be given to the Complainant. The Superintendent of Schools or his/her designee shall also be notified of the Committee's written decision.

#### **APPEAL**

The Reconsideration Committee's decision may be appealed by submitting a written request to the Superintendent of Schools or his/her designee. The Superintendent or his/her designee shall review the Reconsideration Committee determination and if found to be procedurally in error, shall ask the principal to form a new Reconsideration Committee. The Superintendent shall have the right to uphold or overturn the Committee's decision. Either the complainant or the Committee shall have the right to appeal the Superintendent's decision to the School Board.

If such further appeal is desired, a hearing shall be held before the School Board at the next regular meeting of the School Board after members of the School Board have had an opportunity to read or view the challenged materials. Both the complainant and the representative(s) of Reconsideration Committee will have the opportunity to present testimony before the School Board's hearing on the matter.

Within five (5) days following the hearing before the School Board, a written determination by the Board shall be given to the complainant.

**POLICY REFERENCE:** IJNC, IJNC-R LIBRARY/MEDIA COLLECTION

**FORMERLY:** 3542.2

**ADOPTED:** March 13, 2000

**REVIEWED:** June 26, 2006

**REVIEWED:** September 26, 2011

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