MONROE PUBLIC SCHOOLS
COMMUNITY RELATIONS
BOARD POLICY 9930

COMPLAINTS ABOUT CURRICULUM

The following procedures are established for consideration of criticism of library books and other instructional materials:

A. When a complaint is received in a school, the certificated employee or librarian and the principal must both know of the complaint and its source.
B. The certificated employee, librarian, and/or the principal shall contact the complainant and, if possible, resolve any misunderstanding. If the complainant requests withdrawal of any material, a complaint form shall be presented to the complainant with an explanation of the procedure for registering the complaint.
C. When the complaint form is returned, it shall be reviewed by the principal and the certificated employee or librarian concerned, who will prepare a written statement of their position. The principal shall forward the request and their statement to a reviewing committee appointed by the superintendent.
D. The reviewing committee shall consist of: the department head for the subject area in which the material is used; one teacher at the level involved; one librarian at the level involved; one college specialist in the subject area involved (when suitable) and one school administrator. Representative citizens from the community may be called for consultation when desired.
E. The findings and recommendations of the committee shall be submitted to the superintendent, the curriculum and instructional materials offices and to the principal of any school using the material that was questioned.
F. The office of the superintendent shall notify the complainant of the decision and/or recommendation.
G. Materials need not be removed from use until a final decision has been made.

Date adopted by the board: June 18, 1979