

**PATTONVILLE SCHOOL DISTRICT**

**EPS Code: KL-R**

**District Code: B708.5, B711.4**

### **PUBLIC COMPLAINTS ABOUT INSTRUCTIONAL/LIBRARY MATERIALS**

If a citizen of the district questions any material used in the instructional/library program, and after discussing it with the teacher/librarian, he/she is requested to file a complaint on form PSD 63, in duplicate, with the building principal.

Instructional materials: Review of the material, in terms of the citizen's specific objection, is made by a committee consisting of the teacher using the material, one other teacher in the department or grade level, a parent, the department head or coordinator and the principal. The parent will be selected by the principal from the building advisory committee. For grades 6-12, the review committee will include a student council representative.

Library materials: Review of the material, in terms of the citizen's specific objection, shall be made by a committee consisting of the librarian, a teacher, a parent, library coordinator and building principal. The parent will be selected by the principal from the building advisory committee. For grades 6-12, the review committee will include a student council representative.

The recommendation of the committee(s) is forwarded to the superintendent, or designee, when a solution is not reached at the school level.

The complainant will receive a written response from the superintendent, or designee, stating action to be taken on the instructional/library materials.

Adopted: February 23, 1982

Revised: March 19, 1984

Reviewed: October 23, 2001