

**PUBLIC COMPLAINTS ABOUT THE INSTRUCTIONAL MATERIALS**

The procedure for handling objections to instructional materials shall be:

A. The person or persons expressing an objection will register the objection in writing with the building principal on a "Request for Reconsideration" form, which are on file in each principal's office. This form may be obtained from any school in MSAD No. 9.

B. Material being objected to will not be withdrawn until a final decision has been reached; however, a decision must be reached within ten (10) school days.

C. A committee to review the complaint shall be appointed by the Assistant Superintendent in charge of instruction or his designee.

The committee shall be composed of:

One parent;  
Appropriate level administrator;  
Appropriate level media person;  
Appropriate level teacher;  
Appropriate level student (if secondary); and,  
Complainant (if he or she desires).

D. If the complainant is present at the meeting, he or she shall be welcome to present his/her views but shall not vote on the disposition of the material under consideration.

E. The committee's decision (which shall be reached by simple majority) shall be given to the appropriate administrator who will see that implementation of the decision takes place.

F. An appeal of the decision of the committee may be made by the complainant within two (2) weeks to the Superintendent of Schools, and his decision may be appealed within two (2) weeks to the Board of Education.

Adopted: Prior to 1988  
Reviewed: February 1995  
Reviewed: June 4, 2002  
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