



Book	Draft Policies from NYSSBA
Section	1000
Title	COMPLAINTS ABOUT CURRICULA OR INSTRUCTIONAL MATERIALS REGULATION
Code	1420-R
Status	First Reading
Last Revised	March 19, 2024

The following procedures will apply to the handling of complaints concerning any textbook, library book, or material and any other instructional material used in district schools.

1. When a person has a complaint concerning a textbook, library book or other instructional material and protests its use in class or its availability in a school library, the Building Principal will hold an informal meeting with the complainant and the teacher, librarian, or other staff member who is using or providing the book or material. At this meeting, the complainant will be asked to make clear his or her objection to the material; the teacher or librarian will be asked to explain the educational value of the material.
2. If the complaint is not resolved informally, the complainant may file a formal written complaint with the Assistant Superintendent of Schools.
3. Upon receiving a formal written complaint, the Assistant Superintendent will designate an Instructional Review Committee, consisting of an administrator, a librarian, a teacher, and a parent of a student enrolled in the district, to investigate and judge the challenged material.
4. The committee will:
  - a. read and examine the challenged materials;
  - b. consider the specific objections to the material voiced by the complainant;
  - c. weigh the values and faults of the material as a whole;
  - d. consider oral presentations made to the committee, if any;
  - e. where appropriate, solicit advice or opinion from other district faculty and/or relevant professional organizations such as the American Library Association, the National Council of Teachers of English, National Council of Social Studies Teachers; and
  - f. issue a report to the Superintendent containing its recommendations concerning any complaint.

The Superintendent will review the report of the committee, make a decision, and notify the complainant and appropriate staff.

If the complainant is not satisfied with the Assistant Superintendent's decision he/she may refer the complaint to the Board. The Assistant Superintendent will deliver a copy of his/her decision and the committee's report to the Board for its consideration. The final decision will be made by the Board.

Adoption date: