

LOGAN CITY SCHOOL DISTRICT
SUPPLEMENTARY MATERIALS AND RECONSIDERATION POLICY

Logan City Board of Education (Logan City School District, hereafter “District”) believes that the availability of a carefully selected and widely varied collection of supplementary materials and books enhances students’ repertoire of learning strategies. Supplementary materials include any instructional materials other than textbooks, including, but not limited to, books, periodicals, newspapers, pictures, library books, maps, charts, photocopies, slides, filmstrips, films, audio tapes, and computer programs.

In adopting supplementary materials for use in the school system, the District shall carefully consider the rights, freedoms, and responsibilities of students, educators, and parents.

The District is committed to enhancing the intellectual growth and achievement of students through the use of appropriate supplementary materials. The District is also committed to the preservation of the student’s right to learn.

The District supports the educator’s right to exercise professional judgment in their work. Educators must balance this right with an awareness of the responsibility to meet the educational goals and objectives of the school system.

All supplementary materials and books (hereafter “selections”) will be chosen by individual educators, grade levels or departments, and media centers with approval by department heads, grade level representatives, media specialists and/or building level principals or designee. Selections should be based on the following criteria:

A. Selection Criteria

All selections shall:

1. Enrich and support the district curricula, taking into consideration the maturity levels, abilities, and varied interests of students.
2. Meet an appropriate instructional objective.
3. Demonstrate literacy or curricular value.
4. Promote knowledge, intellectual growth, literary appreciation, aesthetic values, community standards, and lifelong learning.
5. Provide information to help students become powerful learners and to help them acquire higher order thinking skills and use them appropriately in diverse situations.
6. Incorporate materials on opposing sides of controversial issues so students may develop, under guidance, critical skills to allow creative problem solving, reliable decision making, and innovative thinking skills.
7. Provide materials representative of the many religious, ethnic, and cultural groups that have contributed to American heritage and to the worldwide community.
8. Promote democratic principles of freedom, justice, equality, and the responsibilities of good citizenship through better understanding of self and others.

B. Reconsideration of Selection

Freedom of inquiry is essential to education in a democracy. Therefore, the District respects the right of parents and/or guardians to protect their children from selections which they personally consider offensive. No child/student shall be forced to use any instructional selections which parents object to unless such selections are required by state law or district policy. Works of equal value in content, reading level, genre and literacy technics may be offered as a substitute.

A selection's value and impact must be judged as a whole, taking into account the teaching objectives and the author's intent, rather than individual words, phrases, or incidents taken out of context.

Parents or patrons who have concerns about specific supplementary selections must follow the "Appeals Procedure."

C. Appeals Procedure

Any district patron has the right to file a complaint regarding selections to which he or she objects. The procedure for processing such complaints is as follows:

1. The complainant shall meet with the teacher to discuss the use of the selection. Every effort should be made to resolve the issue at this level.
2. If the complainant is not satisfied, he/she may file in writing the Citizen's Request for Reconsideration of a Work. The Reconsideration form will be filed with the principal who will review the complaint and render a decision within fifteen (15) calendar days. If the complainant is not satisfied a School Reconsideration Committee shall be appointed by the principal within fifteen (15) calendar days after receipt of the "Citizen's Request for Reconsideration Form." The Committee shall consist of an administrator from the respective school, the department chair, one (1) teacher from that department or grade level, one (1) teacher from outside the school in which the selection in question is used or proposed for use, two (2) parents, and the school PTA president. During the course of review, the Committee may solicit and/or accept information, evidence, or testimony from other persons as the Committee deems advisable.
3. The Committee reviewing complaints shall consider the completed "Citizen's Request for Reconsideration of a Work" and invite the complainant and the teacher involved for a conference. Members of the school committee shall have evaluated the work in advance of the meeting, and shall formulate a decision and respond to the complainant with fifteen (15) calendar days.
4. If the complainant is not satisfied with the decision of the School Reconsideration Committee, he/she may request a review of the complaint by a District Reconsideration Committee. The superintendent shall appoint a committee within fifteen (15) calendar days after receipt of the request. The Committee shall consist of (2) two board members, two (2) parents, the principal, department head or grade level representative, and one (1) teacher outside the school in which the selection in question is used or proposed for use. The Committee shall review the complaint and make a recommendation to the superintendent within fifteen (15) calendar days. During the course of review, the complainant shall have the opportunity to appear in support of the complaint; the teacher in whose school the selection is used or proposed for use shall have the opportunity to

present the rationale for inclusion; and the Committee may solicit and/or accept information, evidence, or testimony from other persons as the Committee deems advisable. The committee's recommendation shall be presented to the Board.

5. The Board shall review the recommendation of the Committee within fifteen (15) calendar days after the recommendation is received and the Board's decision shall be final.

Approved: January 26, 1999

CITIZEN'S REQUEST FOR RECONSIDERATION FORM

Indicate type of supplementary materials under question. _____

Author/Creator _____

Title _____

Publisher _____

Request initiated by _____

Telephone _____ Address _____

City _____ Zip Code _____

Complainant represents:

Himself/Herself

Organization (Name) _____

Group (Name) _____

1. Have you been able to discuss this selection with the teacher who ordered it or who used it?
Yes No

2. What do you understand to be the general purpose for using this selection?

a. Provide support for a unit in the curriculum? Yes No

b. Provide a learning experience for the reader in one kind of literature? Yes No

c. Other _____

3. Did the general purpose for the use of the selection, as described by the teacher, seem a suitable one to you? Yes No

If not, please explain _____

4. What do you think the general purpose of the author/creator is in this selection? _____

5. In what ways do you think a selection of this nature is not suitable? _____

6. Have you been able to learn what the students' response is to this selection? Yes No
7. What response did the students make? _____

8. Have you been able to learn what reviewers have written about this selection? Yes No
9. Do you have negative reviews of the selection? Yes No
10. Where were they published? _____
11. Would you be willing to provide copies of the reviews you have collected? Yes No
12. What would you like your school to do about this selection?
a. Do not assign/lend it to my child.
b. Return it to the department for reevaluation.
c. Other Please explain
13. In its place, what selection would you recommend that would convey as valuable a picture and perspective of the subject treated?

Signed _____ Date _____

January 1999