

**REGULATION
PROCEDURES FOR HANDLING CHALLENGES
OF INSTRUCTIONAL MATERIALS**

The review of questioned materials will be treated objectively, unemotionally, and as an important routine action. Every effort will be made to consider objections, keeping in mind the best interests of the students, the school, the curriculum, and the community.

A student an/or a parent has the right to reject the use of library resources that seem incompatible with his/her values and beliefs. Classroom assignments involving library resource materials shall provide for alternative choices. However, no parent or student has the right to determine reading matter for other students.

Since differences of opinion do exist in our society, the board will allow the review of allegedly inappropriate materials through an established procedure. The following procedure shall be observed to recognize those differences in an impartial and factual manner.

1. All criticism shall be presented in writing to the building principal, who will forward a copy to the school librarian. The Request for Reconsideration form (approved by the American Library Association) shall be used. This form shall be located at the building principal's office.
2. The material in question will be withdrawn from circulation until it is read and discussed by a library committee, which will be convened by the principal and the librarian. This committee shall consist of a member of the teaching faculty of the school, a member of the superintendent's staff, the school principal, the school librarian, and a member of the board of education.
3. The committee will review the questioned material and all critical evaluations available. The committee will consult authoritative list of general acceptance of the material in light of the selection policies of the school district. A thorough review of questioned materials shall be treated objectively. Passages shall not be taken out of context, and material shall be evaluated as an entity.
4. The principal and the librarian and the faculty shall implement the final decision of the committee.
5. The complainant shall be sent a copy of the evaluating report and decision.
6. In the event that the complainant does not accept the decision of the review committee, he/she may appeal to The Tonkawa Board of Education through the principal. The final decision then rests with the board. The complainant will be notified by mail of the board's decision.

7. Once an item has been challenged, reviewed and justified by the review committee and the board and another challenge is raised against it within a five-year period, the complaint may be dismissed without a hearing.