

**COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS**

**Community Relations**

The Governing Board uses a comprehensive process to adopt district instructional materials that is based on selection criteria established by law and Board policy and includes opportunities for the involvement of parents/guardians and community members. Complaints concerning the content or use of instructional materials, including textbooks, supplementary instructional materials, library materials, or other instructional materials and equipment, shall be properly and fairly considered using established complaint procedures.

*(cf. 6161.1 – Selection and Evaluation of Instructional Materials)*

*(cf. 6161.11 – Supplementary Instructional Materials)*

*(cf. 6163.1) – Library Media Centers)*

Parents/guardians are encouraged to discuss any concerns regarding instructional materials with their child's teacher and/or the school principal. If the situation remains unresolved, a complaint may be filed using the process specified in the administrative regulation.

The district shall accept complaints concerning instructional materials only from staff, district residents, or the parents/guardians of children enrolled in a district school.

When deliberating upon challenged materials, the Superintendent and/or review committee shall consider the educational philosophy of the district, the professional opinions of teachers of the subject and of other competent authorities, reviews of the materials by reputable bodies, the teacher's stated objectives in using the materials, community standards, and the objections of the complainant.

Complainants are encouraged to accept the Superintendent's or review committee's decision. However, if the complainant finds that decision unsatisfactory, he/she may appeal the decision to the Board.

*(cf. 9322 - Agenda/Meeting Materials)*

The district's decision shall be based on educational suitability of the materials and the criteria established in Board policy and administrative regulation.

*(cf. 6144 - Controversial issues)*

*(cf. 9000 - Role of the Board)*

*(cf. 9005 - Governance Standards)*

When any challenged instructional material is reviewed by the district, it shall not be subject to further reconsideration for 12 months, unless the Superintendent determines that reconsideration is warranted.

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Complaints related to sufficiency of textbooks or instructional materials shall be resolved pursuant to the district's Williams uniform complaint procedure at AR 1312.4.

*(cf. 1312.1 - Complaints Concerning District Employees)*

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 1312.4 - Williams Uniform Complaint Procedures)*

Legal Reference:

**EDUCATION CODE**

18111 Exclusion of books by governing board

35010 Control of district; prescription and enforcement of rules

35186 Williams Uniform Complaint Procedures

44805 Enforcement of course of studies; use of textbooks, rules and regulations

51501 Subject matter reflecting on race, color, etc.

60000-60005 Instructional materials, legislative intent

60040-60048 Instructional requirements and materials

60200-60206 Elementary school material – selection and adoption

60226 Requirements for publishers and manufacturers

60400-60411 High school textbooks

Management Resources:

**PROGRAM ADVISORY**

1002.90 Selection of instructional materials, CIL: 90/91-02

Policy

adopted: April 1, 1997

Policy

Reviewed: November 12, 2019

**CULVER CITY UNIFIED SCHOOL DISTRICT**

Culver City, California