

Milton Town School District

Policy

G6: COMPLAINTS ABOUT INSTRUCTIONAL MATERIALS

Policy

It is the policy of the Milton Town School District to provide for fair and impartial review of any complaint about instructional materials used by the District.

Implementation

1. The Instructional Leader/Principal and Superintendent will develop procedures to implement this policy.
2. All complaints will be reported to the Principal, whether received by telephone, letter, or in personal conversation.
3. The Principal or his or her designated representative will contact the complainant to discuss the complaint and attempt to resolve it informally by explaining the philosophy and goals of the School District and/or the library media center.
4. If the complaint is not resolved informally, the complainant will be supplied a packet of materials consisting of the District's instructional goals and objectives, materials selection policy statement, and the procedure for handling objections. This packet will also include a standard printed form which must be completed and returned before consideration will be given to the complaint.
5. If the formal request for reconsideration has not been received by the Principal within two weeks, the issue will be considered closed. If the request is returned, the reasons for selection of the specific work shall be re-established by the appropriate staff.
6. In accordance with this policy statement, no questioned materials shall be removed from the school pending a final decision. Pending the outcome of the request for reconsideration, however, the teacher may, at the request of a parent, make an alternative assignment for an individual student.
7. Upon receipt of a completed objection form, the Principal will follow the procedures accompanying this policy.

Date Warned: 01/19/05

Date Warned: 06/23/06

Date Adopted: 07/06/06

Legal Reference(s): 16 V.S.A. §563 (14) (Powers of school boards)

Cross Reference: Selection of Instructional Materials (G5)

Selection of Library Materials (G4)

Replaces Policy 409