LAGRANGE ELEMENTARY SCHOOL COUNCIL POLICY

REVIEW OF CHALLENGED INSTRUCTIONAL MATERIAL 2001

TOPICS	STATEMENT
a. Request for Review 08.2322 AP.1	LaGrange Elementary, in alignment with the district policy 08.2322 AP.1, has established a review of instructional materials, including textbooks, supplementary materials, library books, audiovisual media, class content, and technology on the basis of citizen concerns will be conducted in response to a properly filed request. Forms for such requests will be made available to any resident of the District at the Principal's Office. The request shall include a statement of reason for objection and a statement of desired action regarding the material. In the event of a citizen complaint regarding instructional materials, freedom of information and professional responsibility shall be the guiding principles. The use of challenged material may be restricted until final disposition has been made. However, individuals may be assigned other materials in lieu of those being challenged.
b. Review	The Superintendent/designee shall establish a Review Committee, composed of the Principal, professional librarian(s), two (2) staff members as designated by the Principal and whose subject area is affected, and two (2) parents. All committee members shall represent the school receiving the complaint. The following steps shall be taken by the Review Committee: 1. Review the specific written complaint. 2. Read and/or examine the materials in question. 3. Determine general acceptance of the challenged materials in the community, other school systems and professional media. 4. Discuss the complaint and merit of the challenged material; make a value judgment based on the materials as a whole, and not on parts taken out of context. 5. Determine the merit of potential alternative instructional materials. 6. Prepare a recommendation for disposition of the complaint. 7. File a written decision with the Principal and/or school council, as appropriate, and send a copy to the Superintendent/designee. The Principal shall inform the complainant in writing of the decision within ten (10) school days after receipt of the completed form.

c. Appeal	Within ten (10) school days after the complainant has been informed of the committee's decision, the complainant may appeal the decision, in writing, to the Superintendent/designee. Upon receipt of the appeal, the Superintendent/designee will review the challenged material and the decision of the Review Committee and, within ten (10) school days, notify the complainant and Principal of his/her determination. Within ten (10) school days after the complainant has been informed of the decision of the Superintendent/designee, the complainant may appeal the decision, in writing, to the Board. The Board will consider the appeal at the next scheduled meeting and so notify the complainant of its final decision regarding the challenged material.

Adopted – LaGrange Elementary School School-Based Decision Making Council – September 19, 1995;

Revised - July 8, 1997; March 16, 1999; April 18, 2000; September 26, 2000; September 25, 2001; March 27, 2006; August 1, 2007; June 30, 2011; August 27, 2013, May 18, 2020; July 27, 2021; August 29, 2022; October 30, 2023; October 28, 2024; May 18, 2026