

COMPLAINT FORM TO CHALLENGE INSTRUCTIONAL AND/OR LIBRARY MATERIALS

Complainant Information:

Full Name: _____

Email: _____

Address: _____

Phone Number: _____

Affiliation (Check one):

- ☐ Parent/Guardian
- ☐ Student
- ☐ Staff Member
- ☐ Community Member

Material Being Challenged:

Title: _____

Author/Creator: _____

Type of Material (Check one):

- ☐ Book
- ☐ Textbook
- ☐ Video/Film
- ☐ Digital Content
- ☐ Other (please specify): _____

Where is the material used? (Check one):

- ☐ Classroom Instruction
- ☐ Library/Media Center
- ☐ Other (please specify): _____

Reason for Challenge:

What concerns you about this material? (Be specific—cite pages, passages, or content if applicable)

What do you believe is the theme or purpose of this material?

Have you reviewed the material in its entirety?

- ☐ Yes
☐ No

Have you discussed your concerns with the teacher, librarian, principal, or superintendent?

- ☐ Yes - If yes, who? _____
☐ No

Are there specific sections you find inappropriate, or do you object to the material as a whole?

What action do you seek? (Check one or more)

- ☐ Remove the material from all students
☐ Restrict access (e.g., require parental permission)
☐ Provide an alternative assignment for my child
☐ Other (please specify): _____

I certify that the above information is accurate and that I am filing this complaint in good faith.

Signature: _____

Date: _____

For Office Use Only

Date Received: _____ **Received By:** _____

Review Committee Assigned (Date): _____ **Committee Decision Date:** _____

Final Decision: ☐ Retain ☐ Remove ☐ Other: _____

Superintendent Signature: _____