

**OAK PARK UNIFIED SCHOOL DISTRICT
EXHIBIT**

Series 1000

Community Relations

E 1312.2(1)

Complaints Concerning Instructional Materials

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

This form is only for use by district employees, district residents, or parents/guardians of students enrolled in a district school to challenge the content or use of any existing textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library.

Date: _____

Name of person filing complaint (Required):

Group represented (if any): _____

Phone: _____

E-mail address:

Address: _____

Instructional Material Being Challenged:

Title: _____

Author: _____

Publisher: _____

Date of Edition: _____

Name of school/classroom where instructional material was
used: _____

1. Please specifically state the nature of your concern or objection and identify your objection by page, website, webpage and/or link, recording or digital sequence, video frame, or words, as appropriate. You may use additional pages if necessary.

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Was the instructional material of concern read/heard/viewed in isolation, or was the entire selection read/heard/viewed? If the entire selection was not read/heard/viewed, what is your estimate regarding the percentage of the amount read/heard/viewed?

2. What is your concern regarding the consequence if a student reads/hears/views the instructional material?

3. What would you like the school to do about the instructional material?

Signature of complainant

For District Use:
Request received by: _____

Date: _____

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Title: _____

Action taken: _____

Date: _____

Adopted: 3-06

Amended: 12-23, 10-14-25

Policy Reference:

State

5 CCR 4600-4670

Ed. Code 1240

Ed. Code 18111

Ed. Code 220

Ed. Code 240-244

Ed. Code 35010

Ed. Code 35160

Ed. Code 35186

Ed. Code 44805

Ed. Code 48907

Ed. Code 48950

Ed. Code 51204.5

Ed. Code 51501

Ed. Code 51511

Ed. Code 51933

Ed. Code 60000-60005

Ed. Code 60040-60052

Ed. Code 60119

Ed. Code 60200-60213

Ed. Code 60226

Ed. Code 60400-60411

Ed. Code 60510-60511

Management Resources

California Department of Education
Publication

California Department of Education
Publication

California Department of Education
Publication

California Department of Justice
Publication

California School Boards Association
Publication

Description

Uniform complaint procedures

[County superintendent of schools; duties](#)

[Exclusion of books by Governing board that are sectarian,
partisan, or denominational character](#)

[Prohibition of discrimination](#)

Prohibition of discrimination; instructional materials

[Control of district; prescription and enforcement of rules](#)

[Powers and duties of school boards](#)

[Williams uniform complaint procedures](#)

[Teacher enforcement of course of studies; use of textbooks, rules
and regulations](#)

[Exercise of free expression; time, place, and manner rules and
regulations](#)

[Speech and other communication](#)

[Social sciences instruction; contributions of specified groups](#)

[Nondiscriminatory subject matter](#)

[Religious matters properly included in courses of study](#)

[Sexual health education and HIV prevention materials](#)

[Instructional materials; legislative intent](#)

[Requirements for instructional materials](#)

[Public hearing on sufficiency of textbooks and instructional
materials](#)

[Elementary school materials](#)

[Requirements for publishers and manufacturers](#)

[High school textbooks and instructional materials](#)

[Donation or sale of obsolete instructional materials](#)

Description

[Guidance for Local Instructional Materials Adoption, March
2024](#)

[Instructional Materials, FAQ](#)

[Standards for Evaluating Instructional Materials for Social
Content, 2013](#)

[Guidance to School Officials re: Legal Requirements for
Providing Inclusive Curricula and Books, Legal Alert, Jan. 2024](#)

[State Roles, Responsibilities, and Process for Instructional
Materials Adoption, Feb. 2024](#)

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California School Boards Association Publication	Instructional Materials Adoption: Local governing board responsibilities, Fact Sheet, Feb. 2024
California School Boards Association Publication	Instructional Materials Adoptions: State and local governing board processes, roles, and responsibilities, Feb. 2024
Website	CSBA District and County Office of Education Legal Services
Website	Department of Justice
Website	California Department of Education, Curriculum and Instruction Resources
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights