

COMMUNITY RELATIONS

SUBJECT: Complaints Concerning Instructional Materials

The County Office of Education uses a comprehensive process to adopt instructional materials that is based on selection criteria established by law and County Office of Education 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)

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

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

When deliberating upon challenged materials, the County Superintendent of Schools and/or review committee shall consider the educational philosophy of the County Office of Education, 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.

If the complainant finds that decision unsatisfactory, he/she may appeal the decision to the County Board of Education.

(cf. 9322 - Agenda/Meeting Materials)

The County Office of Education's decision shall be based on educational suitability of the materials and the criteria established in County Office of Education 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 County Office of Education, it shall not be subject to further reconsideration for 12 months, unless the County Superintendent determines that reconsideration is warranted.

Complaints related to sufficiency of textbooks or instructional materials shall be resolved pursuant to the County Office of Education'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

60119 Public hearing on sufficiency of materials

60200-60206 Elementary school materials

60226 Requirements for publishers and manufacturers

60400-60411 High school textbooks

60510-60511 Donation of sale of obsolete instructional materials

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PROGRAM ADVISORIES

1002.90 Selection of Instructional Materials, CIL: 90/91-02

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Evaluation of Instructional Materials with Respect to Social Content, 1986 edition, revised 2001

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Curriculum and Instruction:

<http://www.cde.ca.gov/ci>