
Administrative Regulation:

#611.1

Instructional Material / Censorship

The following procedures will be implemented if a parent/resident requests the withdrawal of instructional material from school use; if the book or material in an individual request is one of the basis texts or programs adopted by the School Committee; or if a pattern of individual complaints develops that, in the judgment of the Principal and the Director of Curriculum/Assistant Superintendent for Curriculum, Instruction and Assessment warrants further investigation of the material in question.

1. When a complaint is received by a principal (see attached form), the principal will acknowledge the receipt of the complaint, in writing, and answer questions regarding the procedure. The principal will notify the teachers involved and attempt to resolve the concern at the school level. See items #2, #3, and #4 below.
2. An individual student may be excused from using challenged materials after the parent of guardian has presented a written complaint. The teacher then will assign the student alternate materials which essentially meet the same instructional purpose.
3. The use of challenged materials by a class, school or the school system shall not be restricted until final disposition has been made, but individuals may be excused from using challenged materials.
4. In the deliberations concerning challenged materials, the principal or other review persons shall consider the educational philosophy of the Maynard Public Schools, the curriculum of the grade level or department, course content expectations, the professional opinions of other teachers of the same subject and of other competent authorities, reviews of the materials by reputable professional bodies, the teacher's own stated objectives in using the materials, ages of the students affected, and the objections of the complainant.
5. If resolution is not reached at the school level, the Director of Curriculum/Assistant Superintendent for Curriculum, Instruction and Assessment will provide for a re-evaluation of the material in question. He/she will meet with the complainant and if appropriate, may arrange for the appointment of staff to a Review Committee to consider the complaint. The Review Committee will be chaired by the Director of Curriculum/Assistant Superintendent for Curriculum, Instruction and Assessment and will inform the complainant of the Review Committee's decision in writing.

6. If the complainant is not satisfied with the decision of the Review Committee, he/she may appeal the decision in writing to the Superintendent of Schools who will act as an advisor to the school Committee. The School Committee's decision will be communicated in writing by the Superintendent of Schools.

**MAYNARD PUBLIC SCHOOLS
REQUEST FOR RECONSIDERATION OF A BOOK
OR OTHER CURRICULUM MATERIAL**

Your name: _____ Signature _____ Date _____

Telephone: _____ Address: _____

Note: This form is worded for a book. Rephrase questions as appropriate for a CD, video, film or other curriculum material. Use additional sheets if necessary.

School owning affected material: _____ Grade level of affected child: _____

Author's Name: _____

Title: _____

Publisher (if known): _____

You represent: ____ (Individual/Family)
____ (Name of Organization or other Group) _____

1. To what aspects of the book do you object? Please be specific; cite pages/examples:

2. Did you read the entire book? ____ If not, what parts did you read? _____

3. What is your specific concern about students reading this book?

4. For what age group, if any, would you recommend this book? _____

5. Are there aspects of this book which you do not find objectionable? _____

6. Are you aware of any opinions of this book from literary critics? _____

7. What do you believe is the theme of this book? _____

8. What would you like the school to do about this book? _____

- _____ do not assign it to students
- _____ withdraw it from all patrons of the school library
- _____ refer it to an official committee for re-evaluation

9. In its place, what book of similar literary quality would you recommend that would deal with similar subject matter and/or perspective of our civilization? _____

RETURN COMPLETED FORM TO PRINCIPAL