

SIOUX FALLS SCHOOL DISTRICT 49-5
Sioux Falls, South Dakota

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

To: Principal _____ School _____

Copy to: Teacher _____ Subject/ _____
Grade Level _____

Request: Name _____ Telephone _____
Address _____

Author and title of item to be reconsidered _____

Type of material (e.g. book, textbook, video, artwork, Internet site) _____

Publisher or producer (if Internet site, please give complete URL):

Have you read or viewed the reconsidered material in its entirety? Yes No
If yes, what was the approximate date you read or viewed it? _____

What do you find objectionable about the material currently taught OR what do you find lacking in the material currently being taught? Please be specific. Use additional sheets if necessary.

What do you think might result from continued use of this material or from continued exclusion of this material?

What do you believe is the theme and/or purpose of this item?

Are you aware of the judgment of this work by critics or authoritative sources? If so, please summarize what you have heard or read and give the source of the information.

What would you recommend be done with this material:

- The materials will continue to be used without restrictions.
- The materials will continue to be used with restrictions.
- The materials will be moved to another level for use without restrictions.
- The materials will be moved to another level for use with restrictions.
- The material will be removed from the curriculum and replaced if necessary.
- Request an extension of time.
- Other _____

Upon receipt of this completed form:

- The principal will contact the Director of Curriculum and Instruction Services.
- The Director of Curriculum and Instruction Services will appoint an instructional review committee consisting the available members of the original curriculum study committee who recommended Board adoption of the instructional materials.
- The instructional review committee will be chaired by the appropriate curriculum coordinator assigned by the Director of Curriculum and Instruction Services.
- The committee will be convened within ten (10) school days after the complaint has been filed with the Director of Curriculum and Instruction Services
- The committee shall file the fact finding report with the Director of Curriculum and Instruction Services.
- The Superintendent shall present the written complaint along with the fact finding report to the Board.
- The Board shall conduct a public hearing for interested persons, including the complainant. The District Curriculum Council (Policy/Regulation IG/IG-R – Curriculum Development, Adoption and Review) shall attend the public hearing.
- Within seven (7) calendar days of the public hearing, a special meeting of the curriculum council shall be held to prepare a recommendation for the Board. The special meeting shall be open to public observation.

- Within 30 school days, the curriculum council shall recommend one of the following options:
 - The materials will continue to be used without restrictions.
 - The materials will continue to be used with restrictions.
 - The materials will be moved to another level for use without restrictions.
 - The materials will be moved to another level for use with restrictions.
 - The material will be removed from the curriculum and replaced if necessary.
 - Request an extension of time.
- The curriculum council recommendation shall be filed with the Superintendent to be presented to the Board and a copy shall be sent to the complainant.
- Within 15 school days of the receipt of the recommendation, the Board shall make the final determination.

Signature of Complainant

Date