

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

This form is for use only by Monterey County Office of Education (MCOE) employees, county residents, or parents/guardians of children enrolled in an MCOE school to challenge the content or use of an instructional material. For complaints regarding sufficiency of instructional materials, please use the established Uniform Complaint Procedure complaint form.

Date: _____

Name of person

Filing complaint: _____

Anonymous complaints will not be accepted.

Group represented (if any): _____

Phone: _____

E-Mail address: _____

Address: _____

Material Being Challenged:

Title: _____

Author: _____

Publisher: _____ Date of Edition: _____

Name of school/classroom where material was used:

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

2. Did you read/view the entire selection?
3. For what age group would you recommend this material?
4. If not, what percentage did you read/view, or what parts?
5. What do you feel might be the result if a student reads/views this material?

6. What would you like the school to do about this material?
 - Do not assign it to my child
 - Withdraw it from all students
 - Reconsider it

Signature of complainant: _____

For County Office Use:

Request received by: _____ Date: _____

Position Title: _____

Action taken: _____ Date: _____