

**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, if any: \_\_\_\_\_

Address: \_\_\_\_\_

**Material Being Challenged:**

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Publisher: \_\_\_\_\_ Date of Edition: \_\_\_\_\_

Name of school/classroom where material was used:

\_\_\_\_\_

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?

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(continued)

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?

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

Signature of complainant: \_\_\_\_\_

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**For County Office Use:**

Request received by: \_\_\_\_\_ Date: \_\_\_\_\_

Position Title: \_\_\_\_\_

Action taken: \_\_\_\_\_ Date: \_\_\_\_\_

Adopted: 08/19/09

Revised: 06/06/18