See the following pages for forms relating to reconsideration of instructional resources:

Exhibit A: Request for Reconsideration of Instructional Materials — 1 page

Exhibit B: Checklist for Reconsideration of Instructional Materials — 2 pages

EXHIBIT A

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

Name _____ Date _____

Address _____

City _____ State _____ Zip _____

Phone _____

Do you represent yourself? _____ an organization? _____ (If an organization, please identify: _____)

Resource on which you are commenting:

____ Book ____ Magazine ____ Audio Recording

____ Textbook ____ Library Program ____ Newspaper

____ Video/DVD ____ Electronic information/network (please specify)

____ Display ____ Other _____

Title _____

Author/Producer _____

1. Have you reviewed the materials in their entirety? If not, please do so before completing and submitting this form.

2. To what in the material do you object? (Please be specific: cite pages, and the like)

   _____

3. What do you believe might be the result of using this material?

   _____

4. For what age group would you recommend this material?

   _____

5. In its place, what material of equal quality would you recommend that could be used to teach similar subject matter?

   _____

6. What do you believe should be done with the material in question?
   - ☐ Remove it from the curriculum.
   - ☐ Do not allow my child to use this material.
   - ☐ Use it as resource material or a choice selection.

Complainant signature_____ Date _____

EXHIBIT B

CHECKLIST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

Type of resource _____

Title _____

Author/Producer _____

1. Purpose
   a. What is the overall purpose of the material or resource?
   b. Is the purpose accomplished? ☐ Yes ☐ No
2. Authenticity
   a. Is the author or presenter competent and qualified in the field?
      ☐ Yes ☐ No
   b. What is the reputation and significance of the author or publisher/producer in the field? _____
   c. Is the material or resource up-to-date? ☐ Yes ☐ No
   d. Are information sources well documented either in the resource or in guides?
      ☐ Yes ☐ No
   e. Are translations and interpretations faithful to the original?
      ☐ Yes ☐ No
3. Appropriateness
   a. Does the resource promote the educational goals and objectives of the curriculum of District schools? ☐ Yes ☐ No
   b. Is it appropriate for the level of instruction intended? ☐ Yes ☐ No
   c. Are the illustrations appropriate for the subjects and age levels?
      ☐ Yes ☐ No
4. Content
   a. Is the content of this material or resource well presented by providing adequate scope, range, depth, and continuity? ☐ Yes ☐ No
   b. Does it present information not otherwise available? ☐ Yes ☐ No
   c. Does it give a dimension or direction that is new or different from others available for the subject? ☐ Yes ☐ No

5. Review/Evaluations

a. Source of review/evaluation _____

☐ Favorably reviewed
☐ Unfavorably reviewed

b. Does this title or resource appear in one or more reputable selection aids?
☐ Yes ☐ No

If answer is "yes," please list titles of selection aids.

Additional Comments:

_____

_____

Recommendations by review committee for treatment of questioned resource

_____

_____

Signatures of review committee:

_____ _____

_____ _____

Chairperson _____

Date _____