

**Mackay School District No. 182**

**INSTRUCTION**

**2530F**

Request for Review & Reconsideration of Learning Materials

The trustees of Mackay School District No. 182 have established a formal process for eligible parties who wish to submit a learning material reconsideration. For the purposes of this process, learning materials includes:

1. Approved curriculum;
2. Material used in classroom instruction;
3. Library materials; and
4. Any materials to which a teacher might refer a student as part of the course of instruction.

This form is required when making a formal complaint. It will then be turned over to the Learning Materials Review Committee.

**Before submitting this form, please discuss the resource with the school librarian, in the case of a library resource, or teacher, in the case of a classroom resource.**

**Please review Policy 2530 before submitting a complaint.**

**If you object your child using a particular learning material in the classroom, Policy 2425 provides a way to request an alternative resource for your child.**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please check each of the following that describe you:

\_\_\_\_\_ Parent or Guardian of District Student

\_\_\_\_\_ Current Student

\_\_\_\_\_ District Employee

\_\_\_\_\_ District Resident

\_\_\_\_\_ None of the Above

Please check each of the following that apply:

\_\_\_\_\_ The material was used as a part of classroom instruction; or

\_\_\_\_\_ The item was available for check-out in the school Library:

Please check the applicable box below to help us identify the resource:

\_\_\_\_\_ Book or E-book

\_\_\_\_\_ Movie

\_\_\_\_\_ Magazine

\_\_\_\_\_ Audio Recording

\_\_\_\_\_ Digital Resource

\_\_\_\_\_ Game

\_\_\_\_\_ Newspaper

\_\_\_\_\_ Other: \_\_\_\_\_

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

Author/Producer: \_\_\_\_\_

What brought this resource to your attention?

\_\_\_\_\_

Have you examined the entire resource? If not, what sections did you review?

\_\_\_\_\_

If this is material used in the classroom, were you provided an alternative instructional resource?

\_\_\_\_\_

Why do you believe this resource should be removed from use in the classroom/removed from the school library?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

\_\_\_\_\_

What action are you requesting the committee consider?

\_\_\_\_\_ Retain the material in its original location; or

\_\_\_\_\_ Relocate the material to another suitable section; or

\_\_\_\_\_ Remove the material entirely.

\_\_\_\_\_ Other requested remedy: \_\_\_\_\_