

RESOLUTIONS OF COMPLAINTS**A. COMPLAINTS ABOUT CURRICULA OR INSTRUCTIONAL MATERIALS**

In the event that any district parent or resident voices complaint about any district-adopted textbook or other district-selected teaching materials, the following procedure for review of such complaint shall be employed:

1. The complainant shall formalize the complaint by completing the form(s) prepared for this purpose by the Superintendent of Schools.
2. Upon receipt of the formal complaint, the Superintendent shall meet with appropriate personnel to resolve the matter. If the matter is not able to be resolved, the Superintendent may appoint an ad hoc committee consisting of persons qualified by training and experience, to review the matter. One member of the ad hoc committee shall be designated as chairperson by the Superintendent.
3. The review committee will invite the complainant and appropriate district personnel to present their views on the matter in question.
4. The review committee will, under the direction of its chairperson, prepare a recommendation on the matter to the Superintendent.
5. The Superintendent will prepare a report and his/her recommendations regarding the review committee's findings and submit same to the complainant and the Board of Education.
6. The complainant shall have the right to appeal the Superintendent's findings to the Board. The appeal must be in writing and received by the Board within 10 school days of the complainant's receipt of the Superintendent's decision.

B. OTHER COMPLAINTS

For all other complaints, the goal of the district shall be to resolve the complaint at the level closest to the area of concern.

Cross-ref: 1400, Public Complaints

NOTE: Prior policy, Complaints Concerning District Textbooks or Other District-Selected Materials, 1312

Policy Adopted: May 24, 1976

Policy Amended: February 24, 1997

Policy Amended: January 28, 2002