

Arcadia Unified School District

150 S. Third Ave.; Arcadia, CA 91006 ~ Phone: 626-821-8300 / FAX: 626-446-3064

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

This form is for use only by district employees, district residents, or parents/guardians of children enrolled in a district school to challenge the content or use of an instructional material. For complaints regarding sufficiency of instructional materials, please use the Williams 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 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? _____

3. If not, what percentage did you read/view, or what parts? _____

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

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 District Use:

Request received by: _____ Date: _____

Title: _____

Action taken: _____ Date: _____