

**COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS**

The Humboldt County Office of Education (HCOE) uses a comprehensive process to adopt instructional materials that is based on selection criteria established by law and Board policy and includes opportunities for the involvement of parents/guardians and community members.

The Superintendent shall implement procedures that will permit proper and fair consideration of any complaints against the use of any instructional materials, including textbooks, supplementary textbooks, library books, electronic media and other instructional materials and equipment both for use in the classes sponsored by the Office of Education and those items circulated for countywide use by the Library/Media Center.

Parents/guardians are encouraged to discuss any concerns regarding instructional materials with their child's teacher and/or the school principal. If the situation remains unresolved, a complaint may be filed using the process specified in the administrative regulation.

HCOE shall accept complaints concerning instructional materials only from staff, district residents, or the parents/guardians of children enrolled in a district school.

When deliberating upon challenged materials, the Superintendent and/or review committee shall consider the educational philosophy of the district, the professional opinions of teachers of the subject and of other competent authorities, reviews of the materials by reputable bodies, the teacher's stated objectives in using the materials, community standards, and the objections of the complainant. The Superintendent's decision regarding the disposition of the complaint may be appealed to the Board of Education who shall have final determination in all such complaints.

The Board of Education will not allow political party affiliation, racial prejudice, a desire to suppress ideas, or an intent to deny students access to ideas with which the Board disagrees, to influence its decision in any such case.

Complaints related to sufficiency of textbooks or instructional materials shall be resolved pursuant to the district's Williams uniform complaint procedure at AR 1312.4.

*Legal reference:*

EDUCATION CODE

- 18111 Exclusion of books by governing board
- 35010 Control of district; prescription and enforcement of rules
- 35186 Williams Uniform Complaint Procedures
- 44805 Enforcement of course of studies; use of textbooks, rules and regulations
- 51501 Subject matter reflecting on race, color, etc.
- 60000-60005 Instructional materials, legislative intent
- 60040-60048 Instructional requirements and materials
- 60119 Public hearing on sufficiency of materials
- 60200-60206 Elementary school materials
- 60226 Requirements for publishers and manufacturers
- 60400-60411 High school textbooks
- 60510-60511 Donation of sale of obsolete instructional materials