

**PUBLIC COMPLAINTS ABOUT THE CURRICULUM
OR
INSTRUCTIONAL MATERIALS**

1. Forms for registering complaints are available in each school office as well as the office of the Superintendent. A copy of the form is included in this policy manual as KLB-E.
2. Re-evaluation will be done by a committee appointed on an ad hoc basis for each complaint. The committee shall be composed of representatives of the library staff, faculty, administration, parents, non-parent community members, and in appropriate instances, students.
3. The committee will:
 - Read and examine the material in question;
 - Check general acceptance of the materials by reading reviews, consultation with appropriate organizations, etc.;
 - Weight values and faults;
 - Meet to discuss the material and prepare a report;
 - Submit the report to the Superintendent for decision.
4. The Superintendent will render a decision based on the report of the re-evaluation committee and shall communicate the decision to the complainant.
5. A copy of the committee's report will also be given to the complainant with the decision.

LONDONDERRY SCHOOL BOARD

Adopted: June 19, 1978