

**CLOVIS UNIFIED
SCHOOL DISTRICT****COMMUNITY RELATIONS****COMPLAINTS REGARDING INSTRUCTIONAL MATERIALS**

PURPOSE: To establish a procedure for parents, community members, or employees to submit complaints concerning the content or use of District instructional materials.

The Board recognizes the importance of age and developmentally appropriate instructional materials that are aligned with the adopted core curriculum. The Board uses a comprehensive process to adopt District instructional materials that is based on selection criteria established by law and board policy and includes opportunities for the involvement of parents/guardians, community members, and District employees.

The Board authorizes the Superintendent or designee to use the procedures set forth in the accompanying administrative regulation when parents/guardians, community members, or District employees submit complaints concerning the content or use of instructional materials, including textbooks, supplementary instructional materials, library materials, or other instructional materials and equipment. The District shall accept complaints concerning instructional materials only from current District employees, residents who currently reside within the boundary of the District, or the parents/guardians of children currently enrolled in a District school. (Education Code 35160) This policy is for the purpose of considering the opinions of parents/guardians, community members, and District employees who are not directly involved in the selection process for instructional materials.

When deliberating upon challenged materials, the Superintendent or any designee, or the committee established by the Superintendent to review the materials, shall consider the degree to which the materials align with the criteria for instructional materials as specified in law and the District's board policies and administrative regulations. Any challenged instructional material that is reviewed by the District shall not be subject to further reconsideration for 12 months, unless required by law. The Superintendent, or any designee or committee established by the Superintendent to review the materials, shall comply with Education Code section 243.

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.

A complaint related to the use or prohibited use of any existing textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library that alleges unlawful discrimination based on a violation of Education Code section 243 shall be filed, investigated, and resolved in accordance with Board Policy and Administrative Regulation No. 1312.3 - Uniform Complaint Procedures. For complaints regarding alleged deficiencies of textbooks or other instructional materials, the procedures in Board Policy and Administrative Regulation No. 1312.4 – Williams Uniform Complaint Procedures shall apply.

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Adopted: 06/21/1995

Amended: 02/11/2004, 12/12/2007, 01/27/2016, 09/23/2020 (BP 3306 renumbered as BP 1312.2), 09/11/2024

EDUCATION CODE

18111 Exclusion of books by governing board

35010 Control of district; prescription and enforcement of rules

35160 Powers and duties of school boards

44805 Enforcement of course of studies; use of textbooks, rules and regulations

51204.5 Social sciences instruction: contributions of specified groups

51501 Subject matter reflecting on race, color, etc.

51511 Religious matters properly included in courses of study

51933 Sexual health education and HIV prevention materials

60000-60005 Instructional materials, legislative intent

60040-60052 Instructional requirements and materials

60119 Public hearing on sufficiency of materials

60200-60213 Elementary school materials

60226 Requirements for publishers and manufacturers

60400-60411 High school textbooks

60510-60511 Donation of sale of obsolete instructional materials

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