

**Community Relations**

**CITIZEN'S 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: \_\_\_\_\_

Material Being Challenged: \_\_\_\_\_

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Publisher: \_\_\_\_\_

Date of Edition: \_\_\_\_\_

Request received by \_\_\_\_\_ Title \_\_\_\_\_

Citizen's Name \_\_\_\_\_ Phone \_\_\_\_\_

Citizen Represents:     Himself/Herself     Organization or Group  
\_\_\_\_\_

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. For what age group would you recommend this material?
4. If not, what percentage did you read/view, or what parts?
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 citizen



For District Use

Action Taken: \_\_\_\_\_

Date: \_\_\_\_\_