



Request for Review of Instructional Materials

For Office Use Only

Date Received: _____
Notice of Meeting Sent: _____
Date of Meeting: _____
Contest Result: _____

Directions:

As provided in Florida Statute 1006.28, for this petition to be considered, you must:

- Be the parent or legal guardian of a student currently enrolled in a school that is part of the Baker County School District.
- Complete all sections legibly and in full (specifically, the form must include all required information, including parent contact information and signature).

PLEASE PRINT ALL INFORMATION REQUESTED ON THIS FORM

The following is a description of the review process:

1. Complete this "Request for Review of Instructional Materials" form.
2. Submit the completed form to the principal of the school in which the questioned material is located or being utilized.
3. Principal will schedule a review within 30 calendar days. The review committee shall be composed of two administrators, two teachers, and two lay citizens (if possible, parents of school-aged children).
4. If possible, the requesting parent should attend the review committee meeting(s) as scheduled by the principal of that school.
5. If after meeting with the review committee the citizen feels dissatisfied with the results of that committee, he or she must inform the principal in writing of his or her intent to pursue a district review. The notification must be submitted within 10 calendar days.
6. The principal immediately forwards the written documentation and all other pertinent information to the Superintendent.
7. The Superintendent or the Superintendent's designee then convenes, within 30 calendar days, a district review committee that is representative of the total school district. The review committee shall be composed of two administrators, two teachers, and four lay citizens (if possible, parents of school-aged children).
8. The district review committee will convene and report its recommendations directly to the Superintendent.
9. If there is still dissatisfaction with the results of the district review, the citizen may request to be on the District School Board agenda. The request should be made in writing and submitted to the Superintendent within 10 calendar days of receiving the district review committee's decision. A complainant who does not submit the written request by the stated deadline will receive no further consideration.
10. The Superintendent presents the report of the district review committee to the School Board and makes recommendations for action.
11. The final decision is determined by the School Board.

Parent/Legal Guardian Submitting Petition:

Last Name: _____ First Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Email: _____

Home Telephone: _____ Cell Phone: _____

Student Information:

Last Name: _____ First Name: _____

Date of Birth (MM/DD/YYYY): _____

Address: _____

City: _____ State: _____ Zip code: _____

Name of School the Student Attends: _____

1. TO WHAT DO YOU OBJECT IN THE MATERIALS? (Please be specific; cite pages or sections)

2. WHY DO YOU OBJECT TO THIS MATERIAL?

3. DID YOU EXAMINE ALL OF THIS MATERIAL? _____ Yes _____ No

If you answered "No", please explain what parts of the material you did examine

Signature of Petitioner: _____ Date: _____