

**MOSCOW SCHOOL DISTRICT
PROCEDURE TO ANALYZE TEACHING MATERIAL**

(Refer to Policy Range 6075-6084)

Meaningful education requires that teachers and students enjoy academic freedom and exercise academic responsibility. The goal of academic freedom is to foster critical thinking and the free exchange of ideas in an atmosphere of mutual respect. With that freedom is a corresponding responsibility to discuss controversial issues only after giving consideration to the relevance of the subject matter to curriculum and class objectives, to the maturity of the students, and to the diversity of community values. It is of utmost importance that the teacher nurture the discussions and activities.

The major criteria for selecting materials for instruction should be that the material is integral to the lessons and will enhance student learning.

Material must be previewed by the teacher to identify:

1. whether it contains information that might be considered sensitive by parent(s)/guardian(s) or students;
2. whether the material being considered is integral to the lesson that the advantage to students outweighs the sensitive nature of anything contained within in;
3. whether the sensitive items within the material can be removed without significantly changing the effectiveness of the material. (Refer to “Guidelines for Viewing Films in the Classroom,” if appropriate.)

If the teacher decides that the material is so important to the lesson that it should be used regardless of sensitive items within it, and if he/she feels the sensitive items cannot be removed without significantly reducing the effectiveness of the material, the teacher must:

1. inform the students that sensitive material will be used, that they are free to excuse themselves from the lesson presentation, and that they will be assigned an alternate activity if they choose to be excluded; and,
2. inform the students and parent(s)/guardian(s) that sensitive material will be used by sending home the “Sensitive Material Parent Permission” form at least ten (10) days prior to the lesson. Students who do not return the “Sensitive Material Parent Permission” form will participate in the alternate activity.

The teacher must be present when sensitive materials are presented.

(5-30-02)