



**POLICY NO. 6181**

**PROCEDURES FOR DEALING WITH  
CHALLENGED LEARNING RESOURCES**

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**POLICY**

Any resident or employee of the school district may formally challenge learning resources used in the District's educational program on the basis of appropriateness. This procedure is for the purpose of considering the opinions of those persons in the schools and the community who are not directly involved in the selection process.



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#### REGULATIONS

##### **1. Request for Informal Reconsideration**

The school receiving a complaint regarding a learning resource shall try to resolve the issue informally. The first step is for the complainant to discuss the issue with the teacher. Further action would proceed as follows:

- 1.1 The Principal, in conjunction with appropriate staff, shall explain to the questioner the school's selection procedure, criteria, and qualifications of those persons selecting the resource.
- 1.2 The Principal or appropriate staff shall explain the particular place the questioned resource occupies in the education program, its intended educational usefulness, and any additional information regarding its use, or refer the person to someone who can identify and explain the use of the resource.
- 1.3 If the questioner wishes to file a formal challenge, a copy of the District's Selection of Learning Resources policy and a Request for Reconsideration of Learning Resources form shall be provided to the person concerned.

##### **2. Request for Formal Reconsideration of Learning Resources**

- 2.1 All formal objections to learning resources are to be made on the "Request for Reconsideration of Learning Resources" forms available from the schools and are to be signed and then filed with the Principal.
- 2.2 The District Resource Centre Coordinator shall be informed by the administrative officer.
- 2.3 The Principal is responsible for ascertaining the membership of the Reconsideration Committee and establishing meeting place, date, and time as quickly as possible.
- 2.4 When appropriate the Reconsideration Committee should include:
  - ◆ the teacher or teacher-librarian responsible for the learning resource,
  - ◆ an administrator from a different site;
  - ◆ a trustee;
  - ◆ a member of the school's Parent Advisory Council
  - ◆ a member of the district staff;
  - ◆ a student chosen by the student body (in case of the secondary schools);
  - ◆ a community person with related professional knowledge;
  - ◆ A chairperson shall be named and minutes of the meetings kept.

- 2.5 The Reconsideration Committee shall review the challenged resource and judge whether it conforms to the principles of selection outlined in the District's Selection of Learning Resources policy.

### **3. Resolution**

- 3.1 The Reconsideration Committee shall proceed within these guidelines:
- a) Examine the challenged resource.
  - b) Consider the written submission of the questioner.
  - c) Determine professional acceptance by reading critical reviews of the resource.
  - d) Weigh values and faults and form opinions based on the material as a whole rather than on passages or sections taken out of context.
  - e) Discuss the challenged resource in the context of the educational program.
  - f) Provide the individual questioner with the opportunity to discuss the challenged item.
  - g) Determine a final recommendation "in camera".
  - h) Prepare a written report which will include the procedures followed, the minutes of the meetings, and the rationale for the decision made by the committee.
- 3.2 The decision and rationale shall be discussed with the individual questioner and appropriate staff, if requested.
- 3.3 For school-based collections, the written report shall be retained by the school's Principal, with a copy retained by the District Resource Centre Coordinator and a copy provided to the Superintendent.
- 3.4 The decision of the respective Reconsideration Committee is binding on the individual school. However no decision of the Reconsideration Committee shall abrogate any right, benefit or process that the teacher directly involved may have in his/her Collective Agreement with the Board of otherwise provided by law.
- 3.5 Notwithstanding any procedure outlined in this policy, the questioner shall have the right to appeal any decision of the Reconsideration Committee to the Board of Education in accordance with the Board's Appeal Bylaw.



**School District No. 6 (Rocky Mountain)  
PARENT OR CITIZEN REQUEST FOR RECONSIDERATION  
OF LEARNING RESOURCES**

NAME OF COMPLAINANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE No. \_\_\_\_\_

STATUS OF COMPLAINANT: \_\_\_\_\_ PARENT/GUARDIAN \_\_\_\_\_ CITIZEN (CHECK ONE)

WAS THE MATERIAL ASSIGNED FOR STUDY PURPOSES OR BORROWED BY THE CHILD FOR FREE READING? \_\_\_\_\_

DOES THE COMPLAINANT REPRESENT: (A) SELF \_\_\_\_\_  
(B) A LOCAL ORGANIZATION \_\_\_\_\_  
(C) ANY OTHER GROUP \_\_\_\_\_

TITLE: \_\_\_\_\_

AUTHOR: \_\_\_\_\_

PUBLISHER: \_\_\_\_\_

1. PLEASE SPECIFY YOUR OBJECTION (CITE PAGES OR SECTIONS)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. WHAT DO YOU FEEL MIGHT BE THE IMPACT OF READING, VIEWING, OR USING THIS WORK?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. WHAT WOULD YOU LIKE THE SCHOOL TO DO ABOUT THIS WORK? \_\_\_\_\_  
(A) DO NOT RECOMMEND OR ASSIGN IT TO MY CHILD? \_\_\_\_\_  
(B) WITHDRAW IT FROM ALL STUDENT USE? \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE OF COMPLAINANT \_\_\_\_\_