

The Board of Education, School District No. 48 (Sea to Sky), recognizes that from time to time someone may object to a learning resource. Any resident, employee or student may formally challenge learning resources used in an educational program on the basis of its appropriateness.

1. Challenge Process

- 1.1 The school receiving a complaint regarding a learning resource shall first try to resolve the issue directly with the complainant;
- 1.2 The principal or other appropriate staff shall explain to the complainant the school's selection procedure, criteria, and qualifications of those persons selecting the resource;
- 1.3 The principal or other appropriate staff shall explain the particular place the questioned resource occupies in the education program, its intended educational usefulness, and additional information regarding its use;
- 1.4 If the complainant is unsatisfied with the response and wishes to file a formal challenge, a Request for Reconsideration of Learning Resources [Form 604-A](#) shall be provided by the principal to the individual concerned.

2. Reconsideration of Learning Resource Process

- 2.1 The Request for Reconsideration of Learning Resources form shall be signed by the complainant and filed with the principal, or someone so designated by the principal;
- 2.2 The Superintendent's office shall be informed of the formal complaint received;
- 2.3 The Superintendent will establish a Resource Reconsideration Committee, comprising of a school trustee, a principal, a teacher-librarian, a classroom teacher, and a member of DPAC, to review the resource and the concerns for a decision and recommendations;
- 2.4 The committee shall proceed under the following guidelines:
 - 2.4.1 Examine the specific complaint;
 - 2.4.2 Examine the learning resource;
 - 2.4.3 Examine the intended educational use of the resource;
 - 2.4.4 Check general acceptance of the item by reading reviews;
 - 2.4.5 Weigh the balance of issues against each other (i.e. the

sensitive nature of a topic versus the right to freedoms related to reading, listening, and viewing); and,

- 2.4.6 Prepare a written summary.
- 2.5 The committee's decision and recommendations shall be forwarded to the Superintendent and the Board of Education;
- 2.6 The Board of Education shall inform the complainant in writing of its decision.

Adopted: July, 1981
Revised: November, 1988
October, 1989
April, 2019