RECONSIDERATION OF RESOURCE MATERIALS WHICH ARE CHALLENGED

Background

The District acknowledges the right of any resident or staff member of the District to question the use of locally selected resource materials. It is therefore essential that an administrative procedure be established which provides for a process by which a person or group may challenge the appropriateness of any such resource material.

The Superintendent has the responsibility for establishing procedures for persons to challenge the appropriateness of resource materials selected by the District's professional staff.

Notwithstanding any procedures so established by this administrative procedure, the questioner and/or Principal shall have the right to appeal any decision of a reconsideration committee to the Board.

Procedures

1. Informal Procedure

The Principal of a school who receives an inquiry regarding resource materials shall try to resolve the matter informally. The informal procedure for handling complaints shall include:

1.1 The Principal or appropriate teachers shall explain to the inquirer the school's selection procedure, criteria, and qualifications of those persons selecting the resource, and share, if available, any critical reviews of the material in question.

1.2 The Principal or appropriate teachers shall explain the particular place the questioned resource occupies in the educational program, its intended educational usefulness, and additional information regarding its use, or refer the party to someone who can identify and explain the use of the resource.

1.3 The questioner shall be made aware of the District's "Approval of Resource Materials" procedure and criteria and of the "Reconsideration of Resource Materials which are Challenged" procedure. If a formal objection is to be filed, a "Request for Reconsideration of Resource Materials" form should be supplied by the Principal to the party concerned.

2. Formal Procedure

2.1 Preliminary Procedure:

2.1.1 A "Reconsideration of Resource Materials" form may be obtained from the Principal or District Office.

2.1.2 The complainant shall complete and sign the form and forward it to the Superintendent.

2.1.3 The request shall be referred by the Superintendent to the Reconsideration Committee as soon as possible.
2.2 The Reconsideration Committee:

2.2.1 Upon receipt of the "Reconsideration of Resource Materials" form, the Superintendent, or designate, shall name a Chair who shall call a meeting of the Reconsideration Committee. The Committee's composition shall be determined by the Superintendent and may include:

2.2.1.1 An Assistant Superintendent, Director of Instruction, or Principal designated by the Superintendent.

2.2.1.2 One member of the appropriate specialist group chosen in consultation with the Coquitlam Teachers' Association.

2.2.1.3 One member of the District Resources Centre teaching staff or appropriate resource person(s).

2.2.1.4 One community member who is not an employee of the School District.

2.2.2 The Reconsideration Committee shall review the resource and judge whether it conforms to the principles of selection outlined in the District's "Approval of Resource Materials" criteria.

2.3 Terms of Reference of the Committee:

2.3.1 The Reconsideration Committee shall:

2.3.1.1 Examine the challenged resource;

2.3.1.2 Determine professional acceptance by reading critical reviews of the resource;

2.3.1.3 Weigh values and faults and form opinions based on the material as a whole rather than on passages or sections taken out of context;

2.3.1.4 Discuss the challenged resource in the context of the educational program;

2.3.1.5 Discuss the challenged item with the individual questioner when appropriate;

2.3.1.6 Prepare a written report.

2.4 Right of Appeal to the Board

The questioner and Principal of the school shall have the right to appeal to the Board any decision of the Reconsideration Committee.

Reference: Section 65, 85, School Act
Form 265-1 Reconsideration of Resource Materials

Last reviewed: April 2016