

	<b>ADMINISTRATIVE PROCEDURE</b>	
	Approval Date <b>February 2006</b>	Replacing <b>All previous procedures</b>
	Review Date <b>2011</b>	Page <b>1 of 1</b>
	Contact Person/Department <b>Superintendent of Program</b>	Identification <b>ES – 5013 AP</b>

## CHALLENGED MATERIALS

### 1.0 Challenges concerning learning resource materials

- 1.1 The principal and teacher will both be immediately informed of any challenge concerning learning resource materials.
- 1.2 The principal will meet with the complainant to try to resolve the challenge.
- 1.3 Where the challenge is not resolved, the principal will issue a copy of “Parent/Guardian Request for Reconsideration of Reading Materials” to the complainant and review the contents of the form when the form has been completed.
- 1.4 If a satisfactory solution is not reached the principal shall then refer the matter to the area superintendent. As part of the referral process, the Principal will make a recommendation, with supporting arguments, for retaining or restricting the use of the materials. The area superintendent shall then confirm or set aside the principal's recommendations.
- 1.5 If the area superintendent is unable to resolve the challenge, the challenge will go forward to the Board.
- 1.6 The complainant may only challenge the use of resource materials for his/her own child/student.