

PUBLIC COMPLAINTS ABOUT LEARNING RESOURCES

If there are objections concerning learning resources, the procedure for filing a complaint will be as follows:

1. The complaint should be filed in writing with the principal on the “Request for Reconsideration of Learning Resources” form KLB-E. This form may be obtained from the principal or the central office.
2. A review committee consisting of the principal, the library media specialist, the classroom teacher (if involved), a parent and/or student, and the complainant will convene.

The responsibilities of the committee will be to:

- a. read, view or listen to the challenged material;
 - b. read several reviews, if available;
 - c. check standard selection aids;
 - d. talk with persons who may be knowledgeable about the material in question and similar material;
 - e. discuss the material;
 - f. make a decision to recommend retaining or withdrawing the material;
 - g. file the recommendation of the committee with the principal and the superintendent or his/her designee;
 - h. notify the complainant of its recommendation and the disposition of the challenged material.
3. The complainant may appeal the decision, in turn, to the superintendent or his/her designee and, then, to the School Board.

Adopted: June 28, 2002

Revised: May 2, 2006; June 24, 2008

Legal Refs.: Code of Virginia, 1950, as amended, § 22.1-253.13:7.C.2.

8 VAC 20-170-10.

Cross Refs.: IIA Instructional Materials
IGAH Family Life Education
INB Teaching About Controversial Issues
KL Public Complaints
KQ Commercial, Promotional, and Corporate Sponsorships and Partnerships