

EDUCATION: PROGRAMS

Policy 513.5-R (previously 603.6-R)

Reconsideration of Learning Resources

In the event that a learning resource is challenged or is being reconsidered, the following process for a Request for the Reconsideration of a Learning Resource will apply:

- The principal receiving the complaint will attempt to resolve the issue informally with the individual or group
- If resolution is not achieved, the principal will provide the individual or group with the [Request for Reconsideration of Learning Resources form](#)
- The individual or group requesting reconsideration of a learning resource will register their request with the District/Superintendent on the *Request for Reconsideration of Learning Resources form*
- The Superintendent or designate will convene a committee consisting of two teacher representatives, with relevant expertise, appointed in consultation with the Richmond Teachers Association, two representatives from the Richmond Association of School Administrators, and District staff to consider the resource
- The committee will review the resource against the established regulations and guidelines, make a determination as to the suitability of the resource and communicate their decision back to the individual or group requesting reconsideration.
- If resolution is reached, the matter will be considered closed; but if agreement is not reached, the committee's recommendation will be forwarded to the Superintendent for presentation to the Board
- The Board is the final authority to whom an appeal can be made for resolution of the issue