

## **PUBLIC COMPLAINTS ABOUT LEARNING RESOURCES**

It is the responsibility of the Maggie L. Walker Governor’s School Regional Board to establish procedures for handling challenged controversial materials.

The procedure for filing a complaint concerning learning resources is as follows:

1. The complaint should be filed in writing with the principal on the “Request for Reconsideration of Learning Resources” form 6013.1F. This form may be obtained from the director or the school office.
2. A review committee consisting of the director’s designee, the library media specialist, the classroom teacher (if involved), a parent and/or student, and the complainant will convene.

The responsibilities of the committee are 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 director or director’s designee;
  - h. notify the complainant of its recommendation and the disposition of the challenged material.
3. The complainant may appeal the decision to the director and then, to the Regional School Board.

Complaints about learning resources should be presented in writing using Form No. 6013.1, “Request for Reconsideration of Learning Resources” form, which may be obtained from the school office. The standards and procedure for review shall be consistently applied in recognition of the respective rights and responsibilities of all concerned. Materials shall be considered for their educational suitability and shall not be proscribed or removed because of partisan or doctrinal disapproval. Challenges which are not resolved by the director’s designee may be submitted to the director. The decision of the director may be appealed to the Regional School Board or reviewed at the Regional School Board's request. The decision of the Regional School Board will be final.

Adopted: March 17, 2016  
Amended: October 15, 2020  
Amended: October 20, 2022  
Amended: September 19, 2024

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

Cross Refs.: Pol 3005 Instructional Materials  
Pol 3014 Family Life Education  
Pol 6014 Public Complaints  
Pol 7013 Commercial, Promotional and Corporate  
Sponsorships and Partnerships