



**School District 19**  
(Revelstoke)

# Revelstoke Board of Education

## Policy Manual

---

### 3.1 Learning Resources

The Board of Education has authority regarding the authorization of local learning resources.

Responsibility for selecting and recommending learning resources rests with professional staff employed by the Board.

Evaluating resources from the perspective of social considerations can be one of the most challenging aspects of the evaluation process. It must take into account many considerations within a context of community, societal values and standards, to determine the suitability of the resource for instructional use in BC schools. Factors to consider may include approaches to multiculturalism, Indigenous learning, gender and gender identity, among others.

Educators are best suited for determining the resources that are most appropriate for use in their classrooms. Boards should ensure that their educators are informed of board policy and criteria for the selection of learning resources.

Learning resources used in the school may be challenged in accordance with the guidelines below.

#### Guidelines:

#### 1. Criteria for Selection of Learning Resources

The Board approves using learning resources that are provincially evaluated and carry the status of “Ministry Recommended” or “Educational Resource Acquisition Consortium (ERAC) Evaluated”.

Other learning resources must be vetted through a local process. The following educational considerations are taken into account in the selection:

- 1.1 support the learning standards or learning outcomes of the curriculum;
- 1.2 assist students in making connections between what they learn in school and real life applications;

- 1.3 are developmentally and age appropriate;
- 1.4 have effective instructional and technical design;
- 1.5 meet the requirements set by copyright and privacy legislation; and
- 1.6 are suitable based on social considerations.

## 2. Process for Challenging Learning Resources

Despite all care being taken to select learning resources, occasional objections may be made. When material is challenged, the procedures are as follows:

- 2.1. The staff member will receive the complaint, but make no comment or commitments, and advise the Principal of the complaint and its nature.
- 2.2. If, after discussion with the Principal, mutual satisfaction has not been reached, the complainant may file an objection in writing (form attached).
- 2.3. The Principal shall inform the Superintendent and request a referral of the complaint to an Ad Hoc Committee that will be comprised of professional staff within the district.
- 2.4. The Committee will, in a timely fashion: read and examine materials referred to it; check general acceptance of the materials by reading reviews; and meet to discuss the material and prepare a report.
- 2.5. The Superintendent shall review the report and make a decision on the matter and advise the challenger.



**School District 19**  
(Revelstoke)

## Revelstoke Board of Education

### Request for the Review of a Learning Resource

Title: \_\_\_\_\_

Author/Publisher/Supplier: \_\_\_\_\_

Type of Material: \_\_\_\_\_

Request Initiated by: \_\_\_\_\_

Telephone: \_\_\_\_\_ Address: \_\_\_\_\_

Challenger represents:

( ) Himself/Herself

( ) Name of Organization or Group \_\_\_\_\_

1. Describe your objection. Please be specific; cite pages or sections.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Is there anything of value in this resource?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Did you read, view or hear the entire resource? If not, what parts?

---

---

---

---

4. What would you prefer the school do about this resource?

- Do not recommend or assign it to my child
- Withdraw it from all students

5. Other Comments

---

---

---

DATE: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF CHALLENGER