

PUBLIC COMPLAINTS ABOUT LEARNING RESOURCES

Alexandria City Public Schools (ACPS) carefully selects suitable learning resources. Despite the qualifications and expertise of persons involved in that selection process, it is recognized that occasional objections to materials will be made by the public. It is, therefore, the policy of the Alexandria City School Board to provide channels of communication and a fair procedure for members of the community to follow in expressing and resolving concerns about learning resources, including instructional materials, used in teaching the curriculum.

The general procedure for filing a complaint is as follows, details can be found in regulation KLB-R – Process for Responding to Requests for Reconsideration of School Resources:

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, or online from the school division website.
2. A review committee will convene. The responsibilities of the committee will be to:
 - a. read, view and/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. review academic research on child development and learning, and the quality of the material in supporting child development;
 - f. discuss the material and its impact on students of various identities within the classroom;
 - g. make a decision to recommend retaining or withdrawing the material;
 - h. file the recommendation of the committee with the principal and the Superintendent or designee;
 - i. notify the person making the complaint of its recommendation and the disposition of the challenged material.
3. The complainant may appeal the decision, in turn, to the Superintendent or designee and then, to the School Board.

Resources will not be removed during the reconsideration process.

Adopted: November 21, 1996

Amended: December 16, 2004

Amended: June 23, 2016

Amended: June 15, 2023

- 46 Legal Refs.: Code of Virginia, 1950, as amended, section 22.1-253.13:7
- 47
- 48 Cross Refs.: IIA Instructional Materials
- 49 IGAH Family Life Education
- 50 INB Teaching About Controversial Issues
- 51 KL Public Complaints
- 52 KLB-R Process for Responding to Requests for Reconsideration of
- 53 School Resources
- 54 KQ Sponsorships and Partnerships