



CHALLENGE TO LEARNING RESOURCES

Background

Board *Policy 1: Board Mandate, Mission, Vision, Values and Goals* identifies the mandate of the Board as providing students with a complete offering of learning opportunities delivered within the context of Catholic teachings and tradition. Instructional materials in our schools must support Board's vision, mission, and fundamental beliefs. Members of the school community have the right to formally challenge the use of instructional materials by demonstrating that the manner in which the resource is being used does not reflect the vision, mission and fundamental beliefs of the division. In order that these concerns may be dealt with in a professional and efficient manner, an opportunity must be provided to have these concerns dealt with in an organized and public manner.

Procedures

1. This Administrative Procedure shall apply to all challenges to learning resources, including challenges pursuant to Ministerial Order #034/2025.
2. A member of the school community, wishing to request a review of a learning resource, must first bring the matter to the attention of the Principal.

The following may request a review:

- Students or children enrolled in a school
 - Parents/guardians of enrolled students
 - School authority employees
 - School council members
 - Community members with a direct connection to the school
3. The complainant will be informed by the Principal of the particular place the questioned materials occupy in the educational program and their intended usefulness. The Principal may involve appropriate division personnel in the explanation of the materials selection procedure, criteria and the qualifications of those persons selecting the materials. The Principal shall immediately advise the Superintendent of any complaints regarding the appropriateness of any material within the school.

4. In the event the complainant is unable to resolve the concern at the school level with the initial explanation from the Principal and school staff, he/she may file a letter of appeal with the Superintendent. All of the objections to the learning materials must be stated in the letter.
5. Within 30 school days from the receipt of the letter, the Superintendent, or person(s) designated by the Superintendent, shall make a decision on the challenge to learning resources;
 - 5.1 If the complainant is not satisfied with the decision of the Superintendent, he/she may, within 15 days of receipt of the decision, request in writing to the Superintendent that the matter may be appealed to the Board.
6. The Board shall hear the appeal in accordance with Board Policy 14 – Appeals.

References **Alberta Education, *Guide to Education: ECS to Grade 12***
Ministerial Order #034/2025