

DIOCESE OF DES MOINES
Catholic Schools Policies/Regulations

EDUCATIONAL PROGRAMS

Reconsideration of Instructional Materials

It shall be the policy of the Diocesan Catholic Schools Office, under the aegis of the Bishop, that each school allow a review of instructional materials under question.

Policy Adopted: March 26, 1990
Policy Revised: May 19, 2008
Policy Reviewed: March 25, 2013
Policy Revised: July 30, 2021

**Reconsideration of Instructional Materials – Reconsideration Request
Regulation 643.1**

Any parent or employee of the school may formally request reconsideration of instructional materials. In order to initiate a reconsideration process for materials, the parent or employee shall:

1. Provide a written statement about why the document or materials should be reconsidered
2. Request a meeting with the administrator to explain the concern with the materials and ask the Instructional Materials Reconsideration Committee look at the items in question.

The school shall convene an ad hoc Instructional Materials Reconsideration Committee which will respond to reconsideration requests. This committee will review the materials in question and discuss the reasons given for reconsideration. The committee will recommend to the administrator a course of action. The administrator will consult with the pastor and then share the final decision with the family or employee who initiated the process.

Membership of the Committee should include at least one teacher designated by the administrator, a school media specialist, a member of the Diocesan Schools Office staff and a parent.

Regulation Adopted: March 26, 1990
Regulation Revised: March 25, 2013
July 30, 2021