

CHALLENGED LIBRARY MATERIAL PROCEDURES

Davis School District Policy and Procedures, 41-202 School Library Media Centers

A parent desiring action beyond restricting their own child's access to a particular book or material contained in the library media center of the school his/her child attends may challenge the placement of the item through the Challenge of Library Media Materials process. This process shall not apply to primary instructional materials used by a classroom teacher.

4.1. School Level Challenge

4.1.1. The parent must submit a completed School Level Challenge of Library Media Materials Form (Form) to the school's library media professional.

4.1.2. Upon receipt of the completed Form, the library professional will notify the District Supervisor of the request and call a meeting of the Collection Evaluation Committee ("School Committee") to introduce the request.

4.1.3. The material in question will remain in use during the challenge process.

4.1.4. The school library professional will provide the School Committee members access to the challenged material as well as public written reviews of the material from professional review sources. The School Committee members will be assigned to read, view, or listen to the material in its entirety as well as the reviews.

4.1.5. After being afforded time to review the material and reviews, the School Committee will reconvene, at which time the parent has the option to meet with 4I-202 School Library Media Centers Page 3 of 4 the School Committee to present his/her views. The School Committee will then dismiss the parent.

4.1.6. The School Committee will deliberate the issues and reach a decision. A decision is made by a majority vote. The School Committee will decide whether to retain the material in the library media center, relocate the material within the library media center, or remove the materials from the library media center.

4.1.7. The parent will be notified of the School Committee's decision in writing within a reasonable time period.

4.1.8. The same material cannot be challenged at the particular school for at least three (3) years.

4.2. District Level Challenge Appeal

If the parent is not satisfied with the decision of the School Committee, he/she may appeal the decision through the District Level Challenge Appeal process.

4.2.1. The parent shall submit a written District Level Challenge Appeal along with a copy of the original Form within ten (10) school days of receiving the decision of the School Committee.

4.2.2. The material in question will continue to be used as determined by the School Committee during the District Level Challenge Appeal process.

4.2.3. The District Supervisor will convene the District Appeal Committee ("District Committee") and provide them with access to the challenged material as well as public written reviews of the material from professional review sources.

4.2.4. The District Committee members will read, view, or listen to the material in its entirety as well as the reviews.

4.2.5. After being afforded time to review the material, the District Committee will reconvene, at which time, the parent will be given the option to meet with the District Committee to present his/her views. The District Committee will then dismiss the parent.

4.2.6. The District Committee will deliberate the issues and reach a decision. A decision is made by a majority vote. The District Committee will decide whether to retain the material in the library media center, relocate the material within the library media center, or remove the material from the library. This decision will only apply to the library media center from which the challenge originated.

4.2.7. The parent, the library professional, and the school principal from the school where the challenge originated, will be notified of the District Committee's decision in writing within a reasonable timeframe. This response shall serve as the final administrative action in the matter.

BURTON LIBRARY CHALLENGE OF LIBRARY MEDIA MATERIALS

Request initiated by: _____ Phone: _____
Address: _____ City: _____ Zip: _____

Complaint represents: Myself Group/Organization
Name Of group/organization _____

About the Material in Question:
Title: _____
Author/Producer: _____ Copyright year: _____
Publisher: _____
Form of material: Book Video/DVD Recording Other (Describe)

Have you seen or read this material in its entirety? Yes No (Add paper if needed.)
What do you believe is the theme of the material? _____

What is your objection to the material? (Please cite specific passages, pages, etc.) _____

Is there anything positive about the material? Yes No If so, what? _____

What do you feel might be the result of viewing, hearing, or reading the material in question?

Are you aware of reviews of this material by critics? Yes No If so, what? _____

For what age group(s) might this material be suitable? _____

What would you like to see happen to this material? Do not assign or lend it to my child.
 Withdraw it from all students as well as my child. Other (Describe)

In its place, what do you recommend we include in our collection to convey an adequate
perspective of the theme treated by the material? _____

Principal's signature: _____
Date: _____

Patron signature: _____
Date: _____