

## **THE RESOURCE COLLECTIONS OF THE CARROLL INDEPENDENT SCHOOL DISTRICT LIBRARIES**

Each CISD Library strives to provide a broad collection of resources that present varying levels of difficulty, satisfies a wide range of interests, and represents varied points of view. The collections include fiction books, nonfiction books, audio books, graphic novels, eBooks, reference materials, periodicals, audio visual materials, professional books, and electronic resources.

The materials are intended to support the district curricula, to encourage pleasure reading, to build knowledge, and to represent many ethnic, religious, and cultural groups. The campus libraries serve large populations of students and staff. It is recognized that every book in the library will not be relevant for every student.

### **MATERIAL SELECTION PROCESS & LIBRARY COLLECTION DEVELOPMENT PROCEDURES**

**All selection criteria and acquisition procedures will follow EFB (LOCAL).**

1. Fiction, narrative nonfiction (memoirs and biographies), and graphic novels must each meet the following selection criteria, with the District determining that such materials:
  - Are integral to the instructional program.
  - Reflect the interests and needs of the students and faculty.
  - Are appropriate for the reading levels and understanding of the students.
  - Are included because of their literary or artistic value and merit.
  - If narrative nonfiction, present information with the greatest degree of accuracy and clarity.
  
2. In addition, as stated in the CISD Instructional Resources Local Policy, EFB (LOCAL) librarians should select and acquire library materials, including electronic resources, that:
  - Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, consistent with the District and campus improvement plans, as well as the Strategic Plan.
  - Are appropriate for the subject area and for the age, ability level, learning styles, interests, and development of the students for whom they are selected.
  - Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgements in their daily lives. [See also EMB regarding instruction about controversial issues.]

INSTRUCTIONAL RESOURCES

EFB  
(EXHIBIT)

- Promote literacy.
- Meet high standards in presentation, format, readability, content, accuracy, artistic or literary quality, and educational significance.
- Do not contain excessive or gratuitous sexuality, excessive or gratuitous profanity, excessive or gratuitous graphic violence
- Are not masked, clipped, or altered in any manner inconsistent with the author's intent.

LIBRARY MATERIALS (EXHIBIT)

EXHIBIT A

CHALLENGE PROCEDURE: REQUEST FOR FORMAL RECONSIDERATION OF LIBRARY  
MATERIALS

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Email address \_\_\_\_\_ Phone \_\_\_\_\_

- I am:  (1) a parent of a student enrolled at a CISD campus  
 (2) a district employee  
 (3) a district resident

Resource on which you are commenting:

- Library book  
 Classroom library book  
 Electronic information (*please specify*)  
 Other

Title

Author

Publisher

INSTRUCTIONAL RESOURCES

Below are questions regarding your request for reconsideration of library materials. Please limit the scope of your answers to the questions below. Anything that falls outside that scope will not be included in the packet provided to the reconsideration committee.

Please do not include the names of District employees, community members or individuals.

1. Have you reviewed the library material in its entirety?  Yes  No

*(If not, please do so before completing and submitting this form.)*

2. What brought this library material to your attention?

3. Please comment on the library material as a whole.

4. To what in the library material do you object? *(Please be specific. Cite specific pages and details.)*

5. What do you believe might be the result of using this library material?

6. In its place, what high-quality library material would you recommend that could be used to teach similar subject matter?

7. What do you believe should be done with the library material in question?

- Remove library material from the campus.  
 Restrict the library material to parent consent only.

Please note that the information provided in this form and any addenda is public information.

Complainant signature \_\_\_\_\_ Date \_\_\_\_\_