



Request for Reconsideration of Materials

COCISD has delegated the responsibility for selection and evaluation of library/educational resources to the district librarian/curriculum committee, and has established reconsideration procedures to address concerns about those resources. Completion of this form is the first step in those procedures. If you wish to request reconsideration of school or library resources, please return a hard copy of the completed form to the campus principal.

Request initiated by _____ Date _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Do you represent self? _____ Or an organization? _____ Name of the organization _____

COCISD campus(s) where the resource is located _____

1. Resource on which you are commenting:

- | | | | |
|--|---|------------------------------------|--|
| <input type="checkbox"/> Book (e-book) | <input type="checkbox"/> Database | <input type="checkbox"/> Textbook | <input type="checkbox"/> Game |
| <input type="checkbox"/> Movie | <input type="checkbox"/> Audio Recording | <input type="checkbox"/> App | <input type="checkbox"/> Streaming Media |
| <input type="checkbox"/> Magazine | <input type="checkbox"/> Digital Resource | <input type="checkbox"/> Newspaper | <input type="checkbox"/> Other |

Title _____

Author/Producer _____

Is the resource part of the curriculum, library collection, or other? _____

2. What brought this resource to your attention?

3. Have you examined the entire resource? If not, what sections did you review?

4. What concerns you about the resource?

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

6. What action are you requesting the committee to consider?

Signature

Date

Thank you for caring about the students of COCISD! After this form has been submitted, the campus principal will appoint a reconsideration committee. All members of the committee must review the materials and make a decision on the challenge. The committee shall prepare a written report and submit it to the campus principal, superintendent or designee, and the complainant.

If you have questions or need more information, please contact the COCISD District Librarian, or email info@cocisd.org.