

**PLANO INDEPENDENT SCHOOL DISTRICT
REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS**

A District employee with instructional expertise or a parent or guardian of a District student may request the reconsideration of a library material maintained in the District's library program on the basis that the library material fails to meet the standards set forth in Board Policy EFB(LOCAL). This form shall be used for all challenges related to library materials made available for voluntary reading and inquiry. The form can be filled out online at <https://bit.ly/libraryreconsiderationrequest>. Policy EFA(LOCAL) should be consulted for all challenges related to the instructional use of an item.

Name of Requestor: _____ **Date:** _____

Address: _____ **City:** _____

State: _____ **Zip:** _____ **Phone Number:** _____

Email: _____

In what capacity are you making this challenge? *(check all that apply)*

- District Employee with Instructional Experience
 Parent/Guardian of a District Student (indicate campus below)

Campus: _____

On which type of resource are you commenting? *(check only one)*

- Book
 Magazine: Whole publication Article
 Newspaper: Whole publication Article
 Video Recording
 Audio Recording
 Other: _____

Title of Resource: _____

Author/Producer: _____

A parent or guardian should only challenge material contained in a school and/or classroom library collection located at a school where their child(ren) are enrolled.

1. Is this material available in your child's school and/or classroom library?

YES NO

2. Have you reviewed the resource in its entirety?

YES NO *(If not, please do so before completing and submitting this form.)*

3. What brought this resource to your attention?

4. Please comment on the resource as a whole and be specific on those matters that you find questionable or otherwise concern you. *(Use other side or attachments if needed.)*

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

6. What do you believe should be done with the resource in question? *

(You may request that your child not be allowed to use the resource without filling out this form.)

- Remove it from the library
- Do not allow my child to use
- Allow it to be included as a voluntary reading/inquiry option at certain levels only
(Check one below)
 - Elementary school & up (excludes early childhood)
 - Middle school & up
 - High school & up
 - Senior high school

Requestor's Signature: _____

Date: _____