

REQUEST FOR FORMAL CHALLENGE OF LIBRARY MATERIALS

Under Texas Education Code (TEC) §33.027, a parent, district employee, or person residing in a school district may submit a written challenge to any library material in a school's library catalog. To submit a written challenge, an eligible individual must complete and submit the Library Materials Challenge Form. In accordance with TEC §33.027, an individual completing the form must identify how the challenged library material violates library standards adopted by the Texas State Library and Archive Commission (TSLAC).

Tomball Independent School District has established challenge procedures to address concerns about library resources. Before completing this form and as part of the challenge request, the complainant is expected to read the resource in its entirety. Please review the following information from EFB(LOCAL) outlining the principles of a formal challenge of library materials.

Upon receipt of a Library Materials Challenge Form, the following principles shall guide the review of a challenge of library material:

1. An individual may challenge a library material used in the District's library program, despite the fact that the professional staff and the Board followed the proper procedure, and adhered to the objectives and criteria for recommending and procuring library materials set out in this policy.
2. Access to challenged material shall be restricted during the challenge process.

An individual may submit an appeal to the board of trustees regarding a district's response to a written challenge. The board must take action on an appeal at the first open meeting held after the appeal is filed.

In addition to compliance with state law and EFB (Local) policy, a criterion for the final decision on challenged library materials is the appropriateness of the material for its intended use. No challenged library material shall be removed solely because of the ideas expressed in the library material or the personal background of the library material's author or the personal background of the characters in the material.

Complainant Name:

Date:

Address:

City, State/Zip:

Email:

Campus:

Phone:

Select all of the following that apply:

- ☐ Parent/guardian of student enrolled in the district
- ☐ District employee
- ☐ District resident

Type of resource on which you are commenting

- ☐ Book
- ☐ Magazine
- ☐ Database

Library Material Challenge Form Instructions:

- 1. Part I: Enter the title of the text, author, ISBN (if known), and how the challenged library material violates the TSLAC standard.**
- 2. Part II: Complete additional information regarding the library material challenge.**
- 3. Part III: Follow the school district's instructions for submitting the Library Materials Challenge Form.**

Part I: In the space below or in a separate attachment, provide the title of the text, author, ISBN (if known), and how the challenged library material violates the TSLAC standards. If submitting a separate attachment, please indicate below that there is an attachment. If possible, please also include what brought this resource to your attention, what specific concerns you have about the resource, and cite specific text and/or passages and page numbers of concern.

Part II: Complete the following questions regarding the challenge.

1. Have you read the entire resource? Choose an item
If not, please read the entire resource before continuing with this process
2. What action are you requesting the Formal Challenge committee consider?

RECOMMENDED GRADE LEVEL OF RELOCATION

Part III: After completing all parts of the Challenge Form, contact the campus principal to sign and submit the form for district processing. If submitting the form electronically online through the Library Services webpage, please contact the campus principal for a final signature and approval for district processing.

Complainant's Signature:

Principal Signature:

Date:

For assistance with the Library Materials Challenge process please contact Library Services Coordinator Alison Reed at alisonreed@tomballisd.net.

A complainant shall make any formal challenge to a library material on the form provided by the District and shall submit the completed and signed form to the principal. Upon receipt of the form, the principal shall notify the Coordinator of Library Services and the Superintendent shall appoint a challenge committee.

Updated by Curriculum & Instruction Department on August 29, 2025.