

WCSD District Wide Reconsideration Flowchart

Throughout this process the book remains available for checkout

Reconsideration
beyond
School Site

WCSD District Book Reconsideration after
WCSD School Site Reconsideration Flowchart has been followed

Challenger wants the book removed from the school site and principal has reviewed and approved title to stay at school site

Challenger emails the completed Request for Reconsideration form (Administrative Form 1543) to the Director who oversees Library Services for further reconsideration

Director will coordinate the Office of Academics' Supplemental Titles Committee and convene the committee within 30 days of challenge.
The review process will occur during the regular school calendar year, excluding school holidays and scheduled breaks.
After the Committee is convened:

- For challenges involving 1-2 titles, the committee will review and issue a decision within 30 business days
- For challenges involving multiple titles, the committee may take up to 120 business days to complete review and issue a decision.

Supplemental Titles Committee reads titles in their entirety before they meet as convened by the Director

Supplemental Titles Committee reviews titles in accordance with Administrative Regulation 6161: Media Selection. Director issues guidance and procedures for evaluating materials

The Committee shall make its decision **by simple majority**. They will either:

- (1) Leave the material in the library on open shelving
- or**
- (2) Remove the material from the library.

If the Committee determines that a title should be removed, removal applies to the reviewed school level and all lower school levels

Director will review decision with their Chief. Director will notify the Superintendent, Challenger, and School Principal within 15 days of the Committee's decision

A decision on reconsideration is the final decision and not subject to any further appeal in the District