Westwood ISD Library Media Form

Library Materials Challenge Form

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).

Upon receipt of a Library Materials Challenge Form:

- The district must submit a copy of the form to its local school library advisory council (LSLAC), no later than the fifth day after the written challenge is received.
- The district's LSLAC must make a recommendation for action no later than the 90th day after the council receives the challenge.
- If a school district has not established an LSLAC, the school district's board of trustees must take action on the written challenge at the first open meeting held after the 90th day after receipt of a written challenge.
- A school district must prohibit student access to challenged library material until the district takes action in response to the challenge.

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.

Name: _____ **Date:** _____

Email: _____ **Phone:** _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

District/Charter School: _____

Campus: _____

Select all the following that apply:

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

Library Materials 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 standards.
2. Part II: Follow the school district's instructions for submitting the Library Materials Challenge Form.

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Library Materials Challenge Form, page 2

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.

Part II: Submitting the Library Materials Challenge Form

1. Submit Locally – Completed forms may be submitted by email to naallen@westwoodisd.net, or in person to your school librarian or campus principal. Individuals without computer or internet access may also submit the form in writing at the school office or district library services office.

2. Next Steps – Your form will be forwarded to the district for review through the official reconsideration process, and you will be notified of the outcome.

For questions about this process, contact Westwood ISD at (903) 729-1776 or naallen@westwoodisd.net.