

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 challenge committee.
- The district's challenge committee shall prepare a written report of its findings and provide a copy to the Superintendent's designee, the campus principal, librarian, the individual submitting the challenge, and any other appropriate district staff.
- After receiving the challenge committee's written report of its findings, the individual submitting the challenge may appeal to the district's Library Materials Committee in accordance with administrative procedures. The Committee shall consider the factors set forth in TEC § 33.027(f) in accordance with timeframes set out in law.
- An individual who submitted a challenge to the Library Materials Committee may appeal the decision to the Board, providing notice of appeal in accordance with administrative procedures. The Board shall hear the appeal and take action on an appeal at the first open meeting held after the appeal is filed.
- The district will restrict access to challenged library material until the challenge process has concluded.

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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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 online through the district website, by email to libraryservices@dallasisd.org, 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 challenge process, and you will be notified of the outcome.

For questions about this process, contact Dallas ISD Library Media Services at (972) 925-2162 or libraryservices@dallasisd.org. For more information see our Collection Development Policy in EFB (LOCAL) for information about the selection of library materials. You may also review the TSLAC Collection Development Standards.