

Book or Resource Challenge Procedures

All materials shall be chosen for values of interest and enlightenment of all the students of the community. Materials shall not be excluded solely on the basis that they may contain potentially controversial material, such as that pertaining to race, nationality, or certain political, moral, or religious views. Although the sensational and over-dramatic will be avoided, isolated incidents or profanity should not automatically disqualify material. There shall be the fullest practical provision made for materials presenting all points of view concerning the local, national, and international problems and issues of our times. Materials of sound factual authority shall not be proscribed or removed because of partisan or doctrinal disapproval.

Should a citizen challenge any library materials, the school library media specialist and the complaining citizen should meet to review the school's materials selection policies and procedures, and all the considerations and factors that have influenced the decision to include in the library the offending materials. If the citizen does not agree with the media specialist's position, he/she should be invited to register a formal complaint.

Guidelines Regarding Formal Objections to the Media Collection:

1. All challenges shall be made in writing, using the "Citizen's Request for Reconsideration of Library Materials" form.
2. The form must be signed and the individual placing the objection identified.
3. The form will be given to the school library media specialist for proper action.
4. The school library media specialist shall appoint a committee of at least five persons. These persons may include herself, teachers(including curriculum specialist), administration, parents(including a PTO member), and students (depending on the grade level) to consider the challenge.
5. The committee will read and review the book (using the attached form).
6. Materials shall be judged in total, not on objectionable words or phrases.
7. The committee will respond to the challenge with a written reply in a timely manner.
8. No material shall be removed from use until a final decision on its status has been made.
9. In the event the committee decision is appealed by the complainant, the school library media specialist shall bring the matter to the attention of the Director, with the Board of Education serving as final arbiter.

CITIZEN’S REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS
(Please attach extra pages if needed to complete the statements.)

Request initiated by _____
Phone Number _____ Address _____
Complainant represents: Self _____ other (please list) _____

MATERIAL QUESTIONED:

Title _____
Author, composer, producer, artist, etc. _____
Publisher (if known) _____

PLEASE RESPOND TO THE FOLLOWING QUESTIONS:

1. Did you read, view, or listen to the entire work? If not, what pages or section? _____
2. What do you believe is the theme or purpose of this work? _____

3. To what in the work do you object? Please be specific, cite exact parts.

4. What of value is there in this work? _____

5. What do you feel might be the result of using this material? _____

6. For what age group would you recommend this work? _____
7. Are you aware of the judgment of this work by critics? _____
8. Are you aware of the teacher’s purpose in using this work? _____
9. What do you prefer the school to do about this work?
_____ Do not assign or recommend it to my child
_____ Withdraw it from all students
_____ Other _____
10. In its place, what work of equal value would you recommend that would convey an adequate perspective of the subject treated?

Signature _____ Date _____

CHECKLIST FOR THE SCHOOL LIBRARY MEDIA RESOURCES COMMITTEE

Title _____

Author _____

Source of material (Use for Internet or on-line materials.) _____

A. PURPOSE

1. What is the overall purpose of the material?

2. Is the purpose accomplished?

_____ Yes _____ No

B. AUTHENTICITY

1. Is the information authored or otherwise sourced?

2. What is the reputation and significance of the author and publisher/producer in the field?

3. Is the material up-to-date?

_____ Yes _____ No

4. Are information sources well documented?

_____ Yes _____ No

5. Are translations and retelling faithful to the original?

_____ Yes _____ No

C. APPROPRIATENESS

1. Does the material promote the educational goals and objectives of the curriculum?

_____ Yes _____ No

2. Is it appropriate to the level of instruction intended?

_____ Yes _____ No

3. Are the illustrations appropriate to the subject and age levels?

_____ Yes _____ No

D. CONTENT

1. Is the content of this material well presented by providing adequate scope, range, depth and continuity?

_____ Yes _____ No

2. Does this material present information not otherwise available?

_____ Yes _____ No

3. Does this material give a new dimension or direction to its subject?

Yes No

4. Does the material give a realistic picture of life as it is now?

Yes No

5. Is factual information part of the story and is it presented accurately?

Yes No

6. Are concepts presented appropriate to the ability and maturity of the potential reader?

Yes No

7. Do characters speak in a language true to the period and section of the country in which they live?

Yes No

8. Is there a preoccupation with sex, violence, cruelty, brutality, and aberrant behavior that would make this material inappropriate for children?

Yes No

9. If there is use of offensive language, it is appropriate to the purpose of the text for children?

Yes No

10. If there are graphics or photographic reproductions, are they appropriate to the purpose of the text for children?

Yes No

11. Does the material give a broader understanding of human behavior without stressing differences of class, race, color, sex, education, religion or philosophy in any adverse way?

Yes No

12. Is the material well written or produced?

Yes No

13. Does the material make a significant contribution to the history of literature or ideas?

Yes No