

**REVIEW OF CHALLENGED LIBRARY/MEDIA
CENTER MATERIAL**

Statement of Purpose

This regulation details the process to be used when a citizen, parent, or student challenges the inclusion of a specific item in the school library/media center.

Statement of Regulation

It is hoped that all challenges can be resolved informally; however, if that is not possible, the following procedures will be used:

1. The complainant shall be supplied with a packet of materials, consisting of the materials selection policy (IJL), regulations (IJL-R), and a Request for Reconsideration of Library Material form (IJL-E-1). In addition, copies of the Library Bill of Rights and the Freedom to Read Statement from the American Library Association will be provided to the complainant.
2. The complainant returns the Request for Reconsideration of Library Material form to the Principal. If the request has not been received by the Principal within ten (10) working days, the matter shall be considered closed.
3. No questioned materials shall be removed from the school pending a final decision. Pending the outcome of the request for reconsideration, however, access to questioned materials can be denied to the child/children of the parents making the complaint, if they so desire.
4. Upon receipt of a completed Request for Reconsideration of Library Material form, the Principal notifies the Superintendent who sets up a Reconsideration Committee composed of the certified media person not assigned to the school in question, two teachers, a community member, and an administrator.
5. The committee will prepare a final recommendation on the disposition of the matter. If the committee decides to keep the work in question, the complainant shall be given a written explanation. If the objection is found to be valid, the principal will acknowledge it and make recommended changes.
6. The Principal shall notify the complainant and the Superintendent of the committee's decision in writing. Once a decision of the committee is rendered, the same material cannot be reconsidered for a period of three years.

Original Effective: May 21, 2003
Reaffirm: March 5, 2014