

DAVIS SCHOOL DISTRICT  
SCHOOL LEVEL CHALLENGE OF LIBRARY MEDIA MATERIALS

A parent desiring action beyond their own child's access to specific books or materials must submit this form to the school library media specialist. The library media specialist will then initiate the process of reviewing and responding to the parent's challenge.

School Name

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Parent Name

Date

Address

Phone Number

E-mail

Child's Name and Grade

Child's Name and Grade

Child's Name and Grade

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Title of Challenged Material

Author

Format of Material

Publisher/Producer

Have you examined this material in its entirety?

Describe how this material came to your attention.

Explain your concerns or objections to the materials. Please be specific, cite pages, frames, film sequence, etc.)

The Committee reviewing your challenge may decide to retain the material in the library media center, relocate the material within the library media center, or remove the material from the library media center.

What is your desired disposition of the material?

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Print Form and Sign Here

A parent of a student may restrict their child's access to library media materials the parent deems inappropriate by contacting the school library media specialist.

# *Library Media Challenged Materials Procedures*

## *School Level Challenge*

1. The parent must submit a completed School Level Challenge of Library Media Materials Form (Form) to the school's library professional.
2. Upon receipt of the completed Form, the library professional will notify the District Supervisor of the request and call a meeting of the School Library Challenge Committee (School Committee) to introduce the request.
3. The material in question will remain in use during the challenge process.
4. The school library professional will provide School Committee Members access to the challenged material as well as public written reviews of the material from professional review sources. The School Committee members will be assigned to read, view, or listen to the material in its entirety as well as the reviews.
5. After being afforded time to review the material and reviews, the School Committee will reconvene, at which time the parent has the option to meet with the School Committee to present his/her views. The School Committee will then dismiss the parent.
6. The School Committee will deliberate the issues and reach a decision. A decision is made by a majority vote. The School Committee will decide whether to retain the material in the library media center, relocate the material within the library media center, or remove the material from the library media center.
7. The parent will be notified of the School Committee's decision in writing within a reasonable time period.
8. The same materials cannot be challenged at that particular school for at least three years.

## *District Level Challenge of Library Media Materials*

1. If the parent is not satisfied with the decision of the School Committee, he/she may appeal the decision through the District Level Challenge Appeal.
2. The parent shall submit a written District Level Challenge Appeal along with a copy of the original Form within ten school days of receiving the decision of the School Committee.
3. The material in question will continue to be used as determined by the School Committee during the District Level Appeal process.
4. The District Supervisor will convene the District Level Challenge Appeal Committee (District Committee) and provide them with access to the challenged material as well as public written reviews of the material from professional review sources.
5. The District Committee members will read, view, or listen to the material in its entirety as well as the reviews.
6. After being afforded time to review the material, the District Committee will reconvene, at which time, the parent will be given an option to meet with the District Committee to present his/her views. The District committee will then dismiss the parent.
7. The District Committee will deliberate the issues and reach a decision. A decision is made by a majority vote. The District Committee will decide whether to retain the material in the library media center, relocate the material within the library media center, or remove the material from the library. This decision will only apply to the library media center from which the challenge originated.
8. The parent, the library professional, and the school principal from which the challenge originated, will be notified of the District Committee's decision in writing within a reasonable time frame. This response shall serve as the final administrative action in the matter.