

**LIBRARY AND RESOURCE CENTER MATERIALS
COMPLAINT FORM**

Pursuant to District Policy 652 and its accompanying procedures, 652P, a *community member* (including a minor), *currently enrolled* student, or parent or legal guardian of a student *currently enrolled* in the District’s schools, may file a challenge to school library resources or otherwise comment on school library resources. For challenges on the basis that a library resource is harmful to minors, the following definition applies:

“Harmful to Minors” includes in its meaning the quality of any material or of any performance or of any description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse, when it:

- (a) Appeals to the prurient interest of minors as judged by the average person, applying contemporary community standards; and
- (b) Depicts or describes representations or descriptions of nudity, sexual conduct, sexual excitement, or sado-masochistic abuse which are patently offensive to prevailing standards in the adult community with respect to what is suitable material for minors and includes, but is not limited to, patently offensive representations or descriptions of:
 - (i) Intimate sexual acts, normal or perverted, actual or simulated; or
 - (ii) Masturbation, excretory functions or lewd exhibition of the genitals or genital area.

Nothing in this definition is intended to include or proscribe any matter which, when considered as a whole, and in context in which it is used, possesses serious literary, artistic, political, or scientific value for minors.

Please return this completed form to your building administrator.

Complainant Information			
Student Name:		Name of School:	
Complainant/Parent/Legal Guardian Name:			
Address:			Phone:
City:	State:	Zip:	Email:
Challenged Library Resource Information			
Title:		Author:	
Publisher (if known):		Resource Type (e.g. book, magazine):	

1. Have you discussed this work with the teacher or librarian who ordered it or used it? Yes No
2. What do you understand to be the general purpose for using this work:
 - Provide support for a unit in the curriculum? Yes No
 - Provide a learning experience for the reader in one kind of literature? Yes No
 - Other _____
3. Did the general purpose for the use of the work, as described by the teacher or librarian, seem a suitable one to you? Yes No

If no, please explain: _____

4. What do you think is the general purpose of the author in the library resource? _____

5. In what ways do you think a work of this nature is not suitable for the use the teacher or librarian wishes to carry out? _____

6. Have you been able to learn the students' response to this work? Yes No
If yes, what response did the students give: _____

7. Have you been able to learn from your school library what book reviewers or other students of literature have written about this work? Yes No

8. Would you like the teacher or librarian to give you a written summary of what book reviewers and other students have written about this work? Yes No

9. Do you have negative reviews of this work? Yes No
If yes, where were the reviews published? _____

10. Would you be willing to provide summaries of the critical reviews you have collected? Yes No

11. What brought this title to your attention? _____

12. What would you like the library/school to do about this work? (check all that apply)

- Do not assign/lend it to my child
- Return it to the library resource selection committee or department for reevaluation
- Relocate the work to a section designated for adults only or otherwise restrict access to minors
- Other (please explain) _____

13. Please comment on the resource as a whole, as well as being specific on those matters that concern you. (Use other side if needed.) _____

14. What resource(s) do you suggest to provide additional information on the topic, if any? _____

15. Additional Comments: _____

Signature: _____ Date: _____

Recommendation by School Media Advisory Committee

Name of Text: _____ Edition: _____

Author(s): _____ Publisher: _____

School(s): _____

In review of the complaint filed on _____ by _____

The committee, by a vote of __ to __, at a meeting held on _____ recommends:

A. Retaining the material for use in its present location.

B. Retaining the material for use on reserved or restricted status.
If restricted status, state conditions (e.g., adults only section, restricted to specific student, period of restriction, etc.): _____

C. Withdrawing the material from use.

D. Retaining the material under the following conditions:
Specify conditions: _____

Rationale for recommendation: _____

Additional comments: _____

Committee Signatures:

_____ Printed Name: _____ Date: _____

_____ Printed Name: _____ Date: _____

_____ Printed Name: _____ Date: _____

_____ Printed Name: _____ Date: _____