

**No. 109-R-6
COUNCIL ROCK
SCHOOL DISTRICT
ADMINISTRATIVE
REGULATION
APRIL, 2022**

Reconsideration-Objection to Material

Careful review is made in the selection of books and resource materials in the libraries; however there will be occasions when the suitability of certain materials are questioned. Initial inquiries shall be directed to the appropriate building principal as outlined below.

If the steps followed by the building principal fails to resolve the inquiry by the complainant, then the building principal shall refer the matter to the Superintendent or designee. The Superintendent or designee shall follow the procedure outlined below.

STEP 1:

1. The concerned community member shall contact the building principal to share concern about the book or resource material
2. The building principal shall inform the librarian and ask the librarian to respond to the parent
3. Librarian holds a conversation with concerned community member to understand and respond to their concern
 - a. The librarian will provide concerned community member with the following documents:
 - [CRSD Library Selection Procedure](#)
 - [Library Bill of Rights](#)
 - [Access to Library Services for Minors](#)
 - [Freedom to Read](#)
 - [SB Policy 109](#)

STEP 2:

1. The librarian shall provide information to the concerned community member that can be found in the student handbook regarding the procedure for student exemption from library resource material, which states, *"If there are titles you do not want your child to sign out from the classroom library and/or the school library, notify both your classroom teacher and school library teacher. Notation of the title(s) to be excluded will be entered into your child's Destiny account."*
2. The concerned community member shall have the option of exempting their child from the challenged material
 - a. If this decision satisfies the community member, the exempt material will be noted in the student's Destiny's account, which would not allow the student to sign out the material

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- b. If this decision does not satisfy the community member, the reconsideration would move to the district level

STEP 3:

District Level Reconsideration

1. The building principal and/or librarian shall relate the information regarding the reconsideration to the Superintendent or their designee
2. The Superintendent or their designee will provide the concerned community member with the Reconsideration Form ([paper copy](#)) ([digital copy](#))
3. The concerned community member has ten days to complete the Reconsideration Form and return/submit the form to the Superintendent or their designee

STEP 4:

District Reconsideration Committee members will review the submitted Reconsideration Form and read the book or material and respond to the reconsideration request

1. Committee members consist of: Assistant Superintendent, District Library Coordinator, District Level Literacy Coordinator, Elem or Secondary Level HS Librarian, (depending on the level of the reconsideration), District Level Subject Area Coordinator*, building principal, classroom teacher*, 1 member of the Student Executive Board (at the high school level), community member
2. The Reconsideration Committee will evaluate the material using the [CRSD Library Selection Procedure](#), [Library Bill of Rights](#), the [Libraries for Minors document](#), the [Freedom to Read document](#), and [School Board Policy 109](#) as a guide throughout the process
3. Once the reconsideration is ready for review, the District committee has no more than 20 school days to meet and determine the outcome of the reconsideration
4. Committee shares their recommendation with the Superintendent
5. The Superintendent or their designee reviews the recommendation and makes the final decision
6. The Superintendent or their designee will inform the concerned community member and the Board of Directors of the decision, regarding the reconsideration, within 5 school days of receiving the committee's review

**As it relates to their content*

District response to the reconsideration is final.
Any rechallenge of this particular title may not take place for a period of six years.