

# DICKSON COUNTY BOARD OF EDUCATION

<b>Monitoring:</b>  <b>Review:</b> Annually, in April	<b>Descriptor Term:</b>  <b>Reconsideration of Library Materials</b>	<b>Descriptor Code:</b> <b>4.4031</b> <b>Rescinds:</b> <b>New</b>	<b>Issued Date:</b> 9-22-22  <b>Issued:</b>
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1 General

2 The Principal/designee shall be responsible for library collection development. Library materials  
3 shall be reviewed to ensure the content aligns with state law.<sup>1</sup> The library collection shall adhere  
4 to the following criteria:

5 1. Materials shall be suitable for and consistent with the educational mission of the district  
6 and school;

7 2. Materials shall be appropriate for the age and maturity levels of the students who may  
8 access them. The determining factor will be based on an assessment of any mature  
9 themes or content (i.e., violence, sexual content, vulgar language, substance abuse);

10 3. Materials shall contain literary, historical and/or artistic value and merit; and

11 4. The collection as a whole shall offer a variety of viewpoints.

12 The school librarian shall be responsible for periodically reviewing the district's library  
13 collection in line with these established standards.

## 14 COMPLAINTS

15 If a complaint is filed by a parent/guardian, employee, or student this process is to be followed.

16 1. Inform the complainant of the selection procedures and make no commitments.

17 2. Request the complainant to submit a Request for Reconsideration of Library Materials  
18 form.

19 3. Inform the principal (and other appropriate personnel).

20 4. Keep challenged materials available for use during the reconsideration process.

21 5. Upon Receipt of the completed form, the principal shall notify the Director of Schools.

22 6. The principal shall request review of the challenged materials by an ad hoc materials  
23 review committee within ten (10) working days. The review committee is appointed by  
24 the Director of Schools/designee and includes certified library media personnel,  
25 representatives from classroom teachers, one or more parents, and may include one or

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<sup>1</sup> Board of Education, Island Trees Union Free School District, No. 26 v. Pico, 457 U.S. 853, 102 S. Ct. 2799 (1982);  
Public Acts of 2022, Chapter No. 744

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- 1 more students. The principal will inform the Director of Schools of the review  
2 committee's progress
- 3 7. The review committee shall take the following steps after receiving the challenged  
4 materials:
  - 5 a. Read, view or listen to the material in its entirety;
  - 6 b. Check general acceptance of the material by reading recognized and  
7 evaluative reviews
  - 8 c. Determine the extent to which the material supports the educational  
9 mission of the school;
  - 10 d. Complete the appropriate Checklist for Reconsideration of Instructional  
11 Materials, judging the material for its strength and value; and
  - 12 e. Present recommendation to principal for further action and to the Director  
13 of Schools for purposes of information.
- 14 8. If the complainant desires further action after receiving the recommendation of the  
15 committee and the decision of the principal, an appeal may be made to the Board.