

**SIOUX FALLS SCHOOL DISTRICT 49-5**  
**Sioux Falls, South Dakota**

**REQUEST FOR RECONSIDERATION OF LIBRARY MATERIALS**

To: Principal \_\_\_\_\_ School \_\_\_\_\_  
Copy to: Teacher/ \_\_\_\_\_ Subject/ \_\_\_\_\_  
Librarian \_\_\_\_\_ Grade Level \_\_\_\_\_  
Request: Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_

Author and title of item to be reconsidered \_\_\_\_\_

Type of material (e.g. book, textbook, video, artwork, Internet site) \_\_\_\_\_

Publisher or producer (if Internet site, please give complete URL) \_\_\_\_\_

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Have you read or viewed the challenged material in its entirety? Yes No

If yes, what was the approximate date you read or viewed it? \_\_\_\_\_

What do you find objectionable about the material? Please be specific. Use additional sheets if necessary.

What do you think might result from continued use of this material?

What do you believe is the theme and/or purpose of this item?

Are you aware of the judgment of this work by critics or authoritative sources? If so, please summarize what you have heard or read and give the source of the information.

What would you recommend be done with this material:

- Not allow my child access to this material (form does not need to filed with Director of Curriculum and Instruction Services)
- Continue to be used with restrictions
- Move to another level for use without restrictions
- Move to another level for use with restrictions
- Remove from the curriculum/library
- Other \_\_\_\_\_

Upon receipt of this completed form, the principal will contact the Director of Curriculum and Instruction Services who will appoint a review committee consisting of two teachers, a building principal, and two parents/guardians. The committee may include two students, if deemed appropriate. The committee will be chaired by the Library Services Coordinator. The committee will be convened within ten school days after the complaint has been filed with the Director of Curriculum and Instruction Services. Following deliberation, the committee's recommendation will be reported to the Superintendent and complainant. If the complainant is not satisfied with the committee's decision, within 10 days he or she may file an appeal with the Superintendent in accordance with Policy KE. The Superintendent will present the recommendation to the School Board, who will make the final determination within 15 days of receiving the recommendation from the Superintendent.

\_\_\_\_\_  
Signature of Complainant

\_\_\_\_\_  
Date