

**Committee for Reconsideration of Library Materials**

If the Superintendent is unable to resolve the issue, he or she shall appoint a committee to make a recommendation. The committee shall be called to an initial meeting within 20 work days of the superintendent's meeting with the complainant. A failure to appoint such a committee in a timely manner will render the challenge mute. The committee shall be comprised of:

- Two librarians. These must be selected from a facility other than the one in which the challenge arose. At least one must be an endorsed, certified, or degreed librarian. Preference shall be given to qualified individuals within the district.
- Two teachers. These shall be selected to reflect the range of ages within the building (one teaching students at the upper edge of the building's age range and one teaching student's on the lower edge of the building's age range). If the challenge is parent or student generated, the teacher(s) who currently has (have) that student in class may not be included on the committee.

The charge to the committee shall be as follows:

- Select a chairperson for the committee.
- Read or view the work in its entirety.
- Read the professional reviews available.
- Compare and/or contrast the challenged work with similar items or topics in the library.
- Consider input from the complainant and the building's librarian.
- Reach consensus and make a written recommendation to the Superintendent:
  - o Restrict the work for the student only
  - o Restrict the work from a group of students
  - o Remove the work from the library

The committee shall render its decision within 20 work days of their initial meeting. A failure to render a decision in a timely manner shall render the challenge mute. The Superintendent shall bring the committee's recommendation to the Harlem Board of Education for approval at their next regularly scheduled meeting.

The Superintendent shall inform all parties in writing of the decision of the Harlem Board of Education.

APPROVED: