

Formal Request for Reconsideration Instructional Resource or Specific Library Material

The school board of Duluth Public Schools, Duluth, MN has delegated the responsibility for selection and evaluation of library/educational resources to the school library media specialist and/or curriculum committee, and has established reconsideration procedures to address concerns about those resources. Completion of this formal request follows the established unresolved formal requests. If you wish to request reconsideration of school or library resources, please return the completed form to the coordinator of library media resources or principal.

Date:			
Name (First, Last):			
Address:			
City:		State/Zip:	
Phone:		Email:	

Do you represent yourself? _____ Or an organization? _____ Name of Organization _____

1. Resource on which you are commenting:

- | | | | |
|-----------------------------------|---|------------------------------------|--|
| <input type="checkbox"/> Book | <input type="checkbox"/> Database | <input type="checkbox"/> Textbook | <input type="checkbox"/> Game |
| <input type="checkbox"/> Movie | <input type="checkbox"/> Audio Recording | <input type="checkbox"/> App | <input type="checkbox"/> Streaming Media |
| <input type="checkbox"/> Magazine | <input type="checkbox"/> Digital Resource | <input type="checkbox"/> Newspaper | <input type="checkbox"/> Other |

Title: _____

Author/Producer: _____

Is this resource part of the curriculum, library collection, or other? _____

2. What brought this to your attention? _____

3. Have you examined the entire resource? _____

4. What concerns/content in this resource does not align with Duluth Public Schools policy? _____

Formal Request for Reconsideration Instructional Resource or Specific Library Material

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

6. What action are you requesting the committee consider?

Signature

Date

Please return this form to the building library media specialist or principal. The district will respond to Formal Request for Reconsideration within 60 school contract days.

Completion of this form is at the request of the Board of Education of Independent School District #709.

For District Use Only

Date Form Received:	
Date of Appeal Meeting:	
Result from Appeal:	