

**Public Act 25-168 An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefore, and Provisions Related to Revenue and Other Items Implementing the State Budget**

*(Background Information for Policy Review Committee)*

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**Public Act No. 25-168, *An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefore, and Provisions Related to Revenue and Other Items Implementing the State Budget***, establishes new standards regarding three key areas related to school libraries: (1) library collection development and maintenance; (2) library displays and programs, and (3) library material review and reconsideration.

The Act mandates that all school boards adopt a **Library Collection Development and Maintenance Policy** that will serve as the standard against which library material complaints are evaluated. This policy directs superintendents to create an administrative regulation that establishes a procedure for a certified school library media specialist to continually review library and other educational material within a school library media center. The Act also requires that the standards set in the regulation must include, but are not limited to: the material's relevance, physical condition of the material, demand for the material, availability of copies, and more recent age or grade-appropriate material.

CABE's policy department has created a Library Collection Development and Maintenance policy (P6161.13/1312.4) in accordance with the Act, along with an accompanying regulation that lays out specific standards for school library media specialists to evaluate material against when determining its suitability.

Additionally, the Act mandates boards of education to adopt a **Library Display and Program Policy**. This policy recognizes the purposes and importance of library displays and acknowledges the professional training of school library media specialists who curate and develop such displays and programs. Accordingly, CABE's policy department has developed a Library Display and Program Policy (P6161.14/1312.5).

Furthermore, the Act requires boards of education to adopt a **Library Material Review and Reconsideration Policy**. This policy lays out a procedure for handling complaints against instructional material used in the classroom or available in the school library/media center.

The Public Act specifically requires that after a reconsideration form is filed by a complainant, the principal of the school in which the material is challenged promptly forwards the request for reconsideration to the district's superintendent. The superintendent then appoints a review committee that includes:

1. The superintendent, or the superintendent's designee;
2. Principal of the school in which the material is being challenged, or the principal's designee;
3. The director of curriculum;
4. A representative from the local board of education;
5. At least one grade-level appropriate teacher familiar with the material;
6. A parent or guardian of a student age 13 years or younger enrolled in the school district;
7. A parent or guardian of a student age 14 years or older enrolled in the school district;
8. A certified school librarian employed by a board of education.

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This review committee is called to evaluate the reconsideration request by reading the challenged material in its entirety and evaluating it against the school district's Library Collection Development and Maintenance Policy. The Act establishes that material can only be removed for legitimate pedagogical purposes or for professionally accepted standards as adopted in the Library Collection Development and Maintenance Policy or the Library Display and Program Policy. Furthermore, the review committee is prohibited from removing any material on the sole basis that an individual finds such material offensive, or because of the origin, background, or viewpoints expressed in the material or by the creator of the material.

The Act requires that *within sixty school days*, the review committee must provide the complainant and the principal of the school in which the material is being challenged with a copy of the review committee's written decision. An appeal can be made against the decision of the review committee to the local board of education, at which point the board of education is tasked to determine whether the reconsideration process was followed and to publish the appeal decision on the website of the school district.

CABE's policy department has therefore created Library Material Review and Reconsideration Policy (P6161.12/1312.3), detailing the library material review process. Our policy also has accompanying forms that can be used for reconsideration and appeal requests.

Previously, guidance for library material review and reconsideration was included in our Public Complaints Policy (P1312). Now, since we created a new policy specific to Library Material Review and Reconsideration (P6161.12/1312.3), our Public Complaints Policy has been updated to be an overview of the general complaint procedure and no longer details the library material review process.

In summary, CABE's policy department has developed three new mandated model policies (P6161.12/1312.3, P6161.13/1312.4, P6161.14/1312.5), accompanied by an administrative regulation and sample forms, that boards of education can adopt or use as a model in developing their own policies.

*A new mandated policy to consider*

## **Community Relations/Instruction**

### **Library Collection Development and Maintenance Policy**

The Woodbridge Board of Education recognizes that library and other education materials should be provided for the interest, information and enlightenment of all students, and represent a wide range of varied and diverging viewpoints in the collection as a whole.

Students shall have access to the library and other educational material that is relevant to the research, independent reading interests, and educational needs of students based on a student's age, development, or grade level.

The library media center is an important place for voluntary inquiry, the dissemination of information and ideas, and the promotion of free expression and free access to ideas by students.

A school library media specialist is professionally trained to curate and develop a collection that shall provide students with access to the widest array of age-appropriate and grade-level-appropriate library and other educational material.

The Woodbridge Board of Education directs the Superintendent to create an administrative regulation that establishes a procedure for a certified school library media specialist to continually review library and other educational material within a school library media center using professionally accepted standards which shall include, but need not be limited to: the material's relevance, physical condition of the material, availability of duplicates or copies of the material, availability of more recent age-appropriate or grade-level appropriate material and continued demand for the material.

Legal Reference:      Public Act 25-168 An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefore, and Provisions Related to Revenue and Other Items Implementing the State Budget

*A sample regulation.*

## **Community Relations/Instruction**

### **Library Collection Development and Maintenance**

#### **Purpose:**

This regulation establishes a procedure for certified school library media specialists to continually review library and other educational materials within a school library media center to ensure that they are relevant, in good condition, and age- or grade-level-appropriate.

#### **General Procedure:**

Using the criteria identified below and their professional judgment, the school library media specialist shall conduct a systematic review of the library's collection:

##### **1. Material relevance**

- a. Consult with instructional staff to determine whether the material is still useful and has up-to-date information.
- b. Evaluate usage data to assess the material's relevance to student interests and research needs.

##### **2. Physical condition of the material**

- a. Assess whether the material is damaged or worn beyond reasonable use.

##### **3. Availability of duplicates or copies of the material**

- a. Determine whether the availability of duplicates or multiple copies is justified based on usage statistics to avoid redundancy.

##### **4. Availability of more recent age-appropriate or grade-level appropriate material**

- a. Investigate the availability of newer editions or versions that offer more current and accurate information by considering awards and recommended lists for recently recognized literature.
- b. Ensure that any new material uses language that is appropriate for the reading level of students in the targeted grade range and developmental levels.
- c. Evaluate whether the new material's treatment of difficult or sensitive subjects (e.g., death, mental health, violence, sexuality) is in a developmentally appropriate way for the intended student audience.

##### **5. Continued demand for the material**

- a. Consult with instructional staff to determine whether the material continues to be cited or referred to for classroom instruction.
- b. Review usage data to determine whether the material is still being sought by students or teachers.

Regulation approved:

cps 6/25

*This form is designed to provide guidance and should be revised by librarians to support their efforts.*

**WOODBIDGE SCHOOL DISTRICT  
WOODBIDGE, CONNECTICUT**

**Library and Other Educational Material Assessment Form**

**Title of the material:** \_\_\_\_\_ **Date of Assessment:** \_\_\_\_\_  
**Author:** \_\_\_\_\_ **Assessor:** \_\_\_\_\_  
**Date of Publication:** \_\_\_\_\_

**Material relevance:**

- ☐ Consulted with knowledgeable staff member(s) or teacher(s)  
☐ The language is appropriate for the reading level of students in the targeted grade range  
☐ Material is up-to-date and accurate

*Notes:*

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**Physical condition of the material:**

**Condition rating:**

- ☐ Excellent    ☐ Good    ☐ Fair    ☐ Poor

**Availability of duplicates or copies of the material:**

Count of available copies: \_\_\_\_\_

*Notes:*

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**Availability of more recent age-appropriate or grade-level appropriate material:**

If new material is available:

- ☐ It uses language appropriate for the reading level of students in the targeted grade range  
☐ Presents difficult subjects (death, mental health, violence, sexuality etc.) in a developmentally appropriate way

*Notes:*

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**Continued demand for the material:**

Describe the frequency with which the material is being accessed:

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**Determination:**

☐ Retain      ☐ Replace      ☐ Remove

Explanation of decision and rationale

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*The school library media specialist shall complete the Library and Education Material Assessment Form when determining the removal or retention of a material. Assessment forms shall be maintained in the library center and made available upon request by individuals with vested interest.*