



LIBRARY BOOK REVIEW AND PURCHASE PROCESS

[UCISD Library Services Website](#)

NEW TITLES

- Librarian creates a district list of new titles/ISBNs to be approved by the School Board. Existing titles/ISBNs do not need board approval.
- Books are considered using:
 - professional reviews, official state and national lists, student/staff requests, and campus needs.
 - age and content appropriateness

PARENT REVIEW

- The book list is made public on the Library Services website for 30 days.
- If a member of the community wants to provide feedback on a book(s), they may use the UCISD Parent Feedback form.
- District staff will meet with the parent to discuss the submitted feedback and decide whether the title should remain on the proposed purchase list.

BOARD APPROVAL

- The book list will be presented to the School Board for approval by vote at the next Board meeting.
- If approved by the Board, the new titles/ISBNs may be purchased by school libraries.

RECONSIDERATION PROCESS

- Contact the District Librarian to schedule a meeting to discuss the concern for a library book already in the library collection.
- If the concern is not resolved, a Library Materials Challenge Form may be submitted to begin the formal reconsideration process.
- The library book will be removed during the reconsideration process.

[Library Book Purchase Preview](#)

[Parent Feedback Form](#)

[Library Materials
Challenge Form](#)