

**SCHOOL DISTRICT OF PITTSVILLE
BOARD POLICY**

INSTRUCTION

**INSTRUCTIONAL RESOURCES AND SERVICES
INSTRUCTIONAL MATERIALS**

REQUEST FOR RECONSIDERATION OF LIBRARY MEDIA MATERIALS

361.2-EXHIBIT

To prevent misunderstanding of your complaint, please fill in the following information.

Request initiated by:

NAME _____

ADDRESS _____

PHONE NUMBER _____

Representing:

STUDENT _____

ORGANIZATION _____

OTHER _____

Type of Library Media Material: _____

Title: _____

Author/Publisher/Producer: _____

Library Media Center: _____

Class Name: _____

Other: _____

What action would you like to see taken:

- ☐ Send back to originating department/school for re-evaluation
- ☐ Substitute alternate material or media
- ☐ Deny the use of the material or media by my child
- ☐ Deny the use of the material or media by all students
- ☐ Other: _____

- 1. Have you either read, heard, or seen the material or media in its entirety? If not, what part did you see, read, or hear?**

- 2. To what in the material or media do you object? (Please be specific. For example, cite page or section.)**

3. What do you feel may result from the use of this material or media?

4. What do you believe is the theme of this material or media?

5. For what age group would you recommend this material or media?

6. What do you find good about this material or media?

7. Are you aware of the judgments of this work by literary or other critics?

8. In view of the action you would like taken, do you have any suggestions about material or media that could be substituted that would convey as valuable a picture and perspective of the subject treated and would meet the educational needs of your child and/or other students?

Please feel free to extend comments on the reverse side of this form.

Signed _____ Date _____

Thank you for your time and concern. Please return this completed form to the building principal, who will review its contents and will notify you of the next step in the complaint process.

Administrative Use:

Received by: _____

Date: _____

First Reading: December 9, 2024
Second Reading/Approval: January 13, 2025