

MSD Request for School Review of Library Materials

1. Requester: _____ School: _____
Address: _____ City: _____ Zip: _____
Email: _____ Phone: _____
2. Qualifying personal interest category or categories:

3. Brief statement explaining the request:

Type of material: ☐ Book (Print) ☐ E-Book (Digital) ☐ Audio Book ☐ Movie ☐
Magazine
☐ Other Audio Recording ☐ Library Digital Resource ☐ Game ☐ Newspaper ☐
Other
4. Title:

5. Author or Producer:

6. Are you a student (parental permission required)? ☐ Yes ☐ No (If yes, do not finish reviewing the material)
7. Have you read or reviewed the entire material? ☐ Yes ☐ No ☐ (Not required of students)
8. Library materials may only be removed because they contain pornographic or indecent material as defined in District Policy EEE and governing law. Library materials may not be removed because they contain ideas that individuals disagree with based upon politics, nationalism, religion, or other matters of opinion. I acknowledge and understand that the scope of review will be limited to whether the materials contain pornographic or indecent material. Initial: _____
9. The pornographic or indecent material can be found at the following location or locations (page, chapter, link, timestamp, etc.)

10. I understand that I must meet the personal interest requirement set out in Policy EEEA in order to obtain review. Initial: _____

11. I have met with the school librarian to discuss the item as required by Policy EEEA. Initial:

12. I have made _____ other requests for review of library materials during the current school year.

I declare that the foregoing is true and correct.

Signed on the ____ day of _____, _____ at _____
(Day) (Month) (Year) (City or other location and state/country)

Printed Name _____

Signature _____

If student, Parent Name _____ Signature _____

