



SD308 Supplementary Material Citizen's Request for Reconsideration of a Work

Please complete this form and return it to the Building Principal who will submit it to the District Complaint Manager. Please print.

Work under Consideration:

Author _____ Title _____

Publisher _____ ISBN# _____

Request initiated by:

Name: _____ Phone number: _____

Street Address: _____ Email: _____

City/ State/ Zip: _____

Complaint represents: (check one)

- Himself/ Herself
 Organization: _____
 Other: _____

Information Regarding Request:

1. Have you been able to discuss this work with the teacher or the library media specialist who ordered it or who used it?
 Yes No
2. What brought this work to your attention?
3. Have you examined the entire resource?
 Yes No
4. What do you understand to be the general purpose for using this work?
 Provide support for a unit in the curriculum
 Provide experience for the reader in one kind of literature
 Other: _____

5. Did the general purpose of the use of the work, as described by the teacher or library media specialists, seem a suitable one to you?

Yes No

Please explain:

6. What do you think is the general purpose of the author in this book?

7. In what ways do you think a work of this nature is not suitable for the use the teacher or the library media specialist wishes to carry out?

8. Do you have negative reviews of this book?

Yes. Where were the reviews published? _____
 No

9. Would you be willing to provide summaries of their reviews you have collected?

Yes No

10. What would you like your library/school/ department to do about this work?

Do not assign/lend it to my child.
 Refer the resource to a material selection team for review.
 Other. Please explain: _____

Signature: _____

Date _____

Printed Name: _____