

Library Collection Development and Maintenance, Library Displays and Programs, and Library Material Review and Reconsideration

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The Meriden Board of Education (the "Board") hereby adopts with the Superintendent of Schools, the Meriden Public Schools, the Meriden Public Schools Library Program, and the Meriden Public Schools Library Media Specialist Program, and it is the policy of the Board to ensure that all District library materials maintained by the District are of high quality, with a focus on providing a variety of materials, including, but not limited to, nonfiction and fiction books, magazines, reference books, supplementary titles, multimedia and digital material, software and other material not required as part of classroom instruction. The Board shall review this policy, and update it as necessary, every five years.

1. Definitions

For the purposes of this policy:

- **"Individual with a vested interest"** means any school staff member employed by the Board, the parent or guardian of a student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed, and any student currently enrolled in a school operated by the Board at the time a request for reconsideration is filed.
- **"Library and other educational material"** means any material belonging to, on loan to or otherwise in the custody of a District school library media center, including, but not limited to, nonfiction and fiction books, magazines, reference books, supplementary titles, multimedia and digital material, software and other material not required as part of classroom instruction.
- **"Remove"** means deliberately taking library material out of a library's collection. The term **"remove"** does not include the process of clearing such collection of any materials that are no longer useful.
- **"School library staff member"** means a school library media specialist, school librarian, any certificated or noncertificated staff member whose assignment is in the school library, or any individual carrying out or assisting with the functions of a school library media specialist or school librarian.

1. Library Collection Development and Maintenance

The Board recognizes that library and other educational material should be provided for the varied and evolving needs of the District as a whole. The Board further recognizes that students have access to age appropriate and grade level appropriate materials and that the Board should acknowledge the professional expertise of library media specialists. The Board directs the Superintendent to establish a procedure for which individual school libraries and procedures and methods as appropriate. Library Review Procedure, and Library Review

1. Library Displays and Programs

The Board recognizes that displays should be provided for the interest, information and research needs of the District. The Board further recognizes the importance of library displays and student programs as appropriate and encourages the professional expertise of library media specialists.

1. Library Material Review and Reconsideration

The purpose of this policy section regarding library material review and reconsideration is to provide a process for the District to

1. Standards for Reviewing Challenges to Library and Other Educational Material, Display, or Student Program

1. All library materials shall be evaluated and made accessible in accordance with the protections against discrimination set forth in Connecticut law, including, but not limited to, discrimination based on race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.
2. Library and other educational material, displays, and student programs shall only be excluded for legitimate pedagogical purposes or for professionally accepted standards of collection maintenance practices, as adopted in this policy and/or any accompanying procedure for the continual review of library and educational material within a school library.
3. No library and other educational material, display, or program shall be removed from library media centers, or programs be cancelled, because of the origin, background or viewpoints expressed in such material, display, or program, or because of the origin, background, or viewpoints of the creator of such material, display, or program.
1. The removal, exclusion, or censoring of any book on the sole basis that a person with a vested interest finds such book offensive is prohibited.
1. Any process for an individual with a vested interest to challenge any library and other educational material, display, or student program shall neither favor nor disfavor any group based on protected characteristics.

1. Process for Challenging Library and Other Educational Material, Display, or Student Program

The Board establishes the following process for individuals with a vested interest to challenge any library and other educational material, display, or student program, as well as a process for the Board to respond to any such challenge.

1. An individual with a vested interest may submit a Request for Reconsideration of Library Material Form (the "Request Form") to the principal of the school in which the library and other educational material, display, or student program is being challenged to initiate a review of such material. The Request Form is attached hereto as Appendix B.

Using the Request Form, an individual shall specify which portion or portions of such material the individual objects to and provide an explanation of the reasons for such objection. The individual submitting the Request Form must include the individual's full legal name, address, and telephone number. If the individual who has submitted a Request Form is a parent or guardian, consideration of requests to reconsider and remove material, displays, or student programs shall be limited to the parents and guardians of students and eligible students currently enrolled in the school or District.

1. Upon receipt, the principal or the principal's designee shall promptly forward the Request Form to the Superintendent or the Superintendent's designee.
1. The administration may consolidate any requests for review and reconsideration of the same challenged library and other educational material.
 1. For each challenged library and other educational material, the Superintendent, or the Superintendent's designee, shall appoint a Review Committee consisting of:
 1. the Superintendent, or the Superintendent's designee;
 2. the principal of the school in which the library and other educational material is being challenged, or the principal's designee;
 3. the director of curriculum, or a person in an equivalent position, employed by the Board;
 4. a representative from the Board;
 5. at least one grade-level-appropriate teacher familiar with the library material, provided the teacher selected is not the individual who submitted the Request Form;
 6. a parent or guardian of a student age thirteen years or younger enrolled in the District, provided the parent or guardian selected is not the individual who submitted the Request Form;
 7. a parent or guardian of a student age fourteen years or older enrolled in the District, provided the parent or guardian selected is not the individual who submitted the Request Form; and
 8. a certified school librarian employed by the Board or employed by another board of education in the state.

~~In cases where the request is submitted by a student enrolled in a classroom through the principal or the Superintendent or their designee, the following provisions shall apply:~~

1. Any library and other educational material being challenged shall remain available in the school library media center according to such material's catalog record and be available for a student to reserve, check out, or access until a final decision is made by the Review Committee.
 1. The Review Committee must evaluate the Request Form; read the challenged material in its entirety; evaluate the challenged material against this policy; and make a written decision on whether or not to remove the challenged material not later than sixty (60) school days from the date the Request Form was received by the principal or the principal's designee. The Review Committee shall provide a copy of the committee's decision and report to the individual with a vested interest who submitted the Request Form and to the principal of the school.
 2. The individual with a vested interest who submitted the Request Form may appeal the Review Committee's decision to the Board. The Board shall determine whether the reconsideration process was followed and publish its decision on the Internet website of the District.
 3. Once a decision has been made by the Review Committee on any library and other educational material, such material cannot be subject to a new request for review and reconsideration for a

period of three (3) years.

Legal References:

Conn. Gen. Stat. § 10-15c

~~Public Act 2025-109, An Act Concerning the State Budget for the Biennium Ending
and Other Items and Making Appropriations Subject to Budget Provisions Related to Revenue~~

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