

Harrisburg School District	NEPN Code: IFA-FORM C
Policy Manual	

INSTRUCTIONS AND CHECKLIST FOR INSTRUCTIONAL REVIEW COMMITTEE

Evaluate all materials referred to the committee. The written conclusion of this committee will be provided to the Superintendent who will inform the complainant.

Title: _____ Author: _____

Check and date each completed item:

☐ Read the Request for Reconsideration of Materials ☐ Read the materials in question

Date: _____

Date: _____

Consider the following criteria when evaluating the materials:

1. The materials selected should be carefully balanced so that various viewpoints on any subject are included.
2. Three sets of key factors will be considered in the selection of materials. They are:
 - a. Meets high standards in literary, artistic, and aesthetic quality; technical aspects; and physical format.
 - b. Is appropriate for the subject area and for the age, emotional development, ability level, learning styles, and social, emotional, and intellectual development of the students for whom the materials are selected.
 - c. Incorporates accurate and authentic factual content from authoritative sources.
3. The District subscribes to the principles expressed in the American Library Association's Library Bill of Rights. It is the responsibility of the school board to provide a wide range of materials at different levels of difficulty and representing different points of view. Trained library personnel will provide materials on opposing viewpoints on controversial issues to enable students to develop necessary critical thinking skills to be discriminate users of information and productive members of society.

Recommendation for Reviewed Material

☐ Maintain in collection: If all criteria listed above is met.

☐ Remove from collection: If any of the criteria above is not met.

Explanation of Recommendation

Adopted: 06/22/2015

Revised: