NEW BRAUNFELS INDEPENDENT SCHOOL DISTRICT

1000 N. Walnut Ave., New Braunfels, TX 78130
Phone: 830-643-5700 | Fax: 830-643-5701
www.nbisd.org

Library Materials Challenge Form

Under Texas Education Code (TEC) §33.027, a parent, district employee, or person residing in a school district may submit a written challenge of any library material in a school's library catalog. To submit a written challenge, an eligible individual must complete and submit the Library Materials Challenge Form. In accordance with TEC §33.027, an individual completing the form must identify how the challenged library material violates library standards adopted by the Texas State Library and Archive Commission (TSLAC).

Upon receipt of a Library Materials Challenge Form:

- The district will submit a copy of the challenge form to the superintendent, school librarian, and the Board of Trustees.
- The district will restrict access to the challenged material during the challenge process.
- The district will form a committee (1 librarian, 1 teacher, 3 parent volunteers). Committee members will read the entire book, meet to evaluate compliance with Texas Senate Bill 13 and NBISD policies, and issue a written recommendation.
- The Board of Trustees votes on the committee's recommendation at a regularly scheduled board meeting. This is the final decision on whether the book remains in or is removed from the library.
    - If the Board of Trustees decides to remove the book, it can no longer be challenged. No appeal can be made.
    - If the Board of Trustees votes to keep the materials in NBISD's Library Catalog, the book cannot be challenged again for two years from the date of the Board's decision.

When there is an objection to the appropriateness of a library material, NBISD Board Policy EFB (LOCAL) requires that the first step be an informal challenge with the librarian or administrator.

Have you discussed your concern with the librarian or administrator: ☐ Yes ☐ No

If yes, please list the name of the person you spoke with: _____

Date of Conversation: _____

Your Name: _____ **Date:** _____

Email: _____ **Phone:** _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Campus: _____

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Select all the following that apply:

☐ Parent/guardian of student enrolled in the district
☐ District employee
☐ District resident

Library Materials Challenge Form Instructions

Part I: In the space below or in a separate attachment, provide the title of the text, author, ISBN (if known), and how the challenged library material violates the TSLAC Standards. If submitting a separate attachment, please indicate below that there is an attachment.

Title of the Text: _____

Author: _____ **ISBN:** _____

Have you reviewed the material in its entirety: ☐ Yes ☐ No
If not, please do so before submitting this form or explain below why reviewing the material in its entirety is not practical.

In the box below, please indicate how the challenged library material violates the TSLAC standards. Please give specific details and page references for the violations. (If submitting a separate attachment, please indicate below that there is an attachment.)

What do you believe should be done with the library material in question:

☐ Remove it from the library.
☐ Do not allow my child to use this library material.
☐ Restrict to the following age group: _____

Part II: Once the Library Materials Challenge Form is completed in full, submit it to the attention of Dr. Lani Norman, Chief Academic Officer, using one of the options below:

Email:	info@nbisd.org PDF preferred Subject: "Library Materials Challenge"
Hand Delivery:	NBISD Administration Center 1000 N. Walnut Ave. New Braunfels, TX 78130 Deliver during regular district business hours.
US Mail:	NBISD Administration Center 1000 N. Walnut Ave. New Braunfels, TX 78130
Fax:	830-643-5701

You will receive confirmation of receipt after your submission is processed. If you have questions about the form or the process, please contact Chief Academic Officer Dr. Lani Norman at 830-643-5747 for assistance.

Helpful Links:

- NBISD Library Book Selection Guide
- Board Policy EFB Local
- Texas State Library and Archives Commission (TSLAC) Collection Development Standards Tentative Adoption March 2026