

LIBRARY AND RESOURCE MATERIALS SELECTION POLICY

I. The superintendent of schools shall be responsible for the selection of library and resource materials. The actual selection of such materials shall be delegated to certified staff who will discharge this obligation consistent with the District's selection criteria and procedures.

II. DEFINITIONS

Library materials include all educational materials that are a part of the District's library collection.

Resource materials further include all other instructional materials available to the student that are not designated as textbooks.

III. CRITERIA FOR SELECTION

1. Material shall be suited to the varied interests, abilities, reading levels and maturation levels of the students to be served.
2. Wherever possible, materials shall provide major opposing views on controversial issues so that students may develop the practice of critical reading and thinking.
3. Wherever possible, materials shall represent the many religious, ethnic, and cultural groups and their contribution to American heritage.
4. Materials shall be factually accurate and of genuine literary or artistic value.
5. Materials shall be of a quality and durability appropriate to their intended uses and longevity.
6. Materials shall relate to, support, and enrich the courses of study adopted by the board.
7. Materials shall be free from gender bias and discrimination.

IV. PROCEDURE FOR REQUEST FOR REEVALUATION OF LIBRARY MATERIALS

A. No duly selected materials whose appropriateness is challenged shall be removed from the school except upon the recommendation of a review committee (as provided below) with the concurrence of the Superintendent, or upon formal action of the School Board when the recommendation of a review committee is appealed to the Board.

LIBRARY AND RESOURCE MATERIALS SELECTION POLICY
(continued)

B. Procedures to be observed.

1. All complaints shall first be reported to the staff member most involved, e.g., teacher or librarian
2. The staff member involved shall discuss the complaint and attempt to resolve it informally by explaining the philosophy and goals of the school district and its materials selection policy.
3. If the complaint is not resolved informally, the complainant shall be supplied with a copy of the District's materials selection policy statement and the procedure for handling objections. The complainant will also be supplied with a form with which to enable the further formal pursuit of the complaint.
4. Pending the outcome of any formal complaint procedure, the access to questioned materials can be denied to the child (or children) of the parent(s) making the complaint, if they so desire.
5. Upon receipt of a completed objection form, the principal in the building involved will call together a committee to consider the complaint. This committee shall consist of the principal, any staff member directly involved, the librarian, one teacher with knowledge or expertise on the subject matter of the questioned material, and a parent of a student who is at the appropriate age/grade level. If the librarian is the staff member directly involved, a second teacher will also be appointed to equal a committee of five. The committee will forward their decision to the Superintendent for evaluation.

Reviewed as an Administrative Regulation:	November 21, 2005
Adopted as Board Policy:	December 29, 2010
Revised:	September 9, 2015
