

8.212 SELECTION OF LIBRARY AND MEDIA MATERIALS

(1) The primary objective of the school library media center is to implement, enrich and support the educational program of the school. It is the duty of the library to provide a wide range of materials on different levels of difficulty, with diversity of appeal, and representing different points of view. The inclusion of any item in a collection does not necessarily mean that the School Board or the school advocates or endorses the contents of that item. In fulfilling this responsibility each school library media center shall:

(a) Provide a collection of instructional and supplemental materials that will enrich and support the curriculum, taking into account the varied interests, abilities, and maturity levels of the students being served;

(b) Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards;

(c) Provide a background of information which will enable students to make intelligent judgments in their daily life;

(d) Provide materials on opposing sides of controversial issues in order that young citizens may develop, under guidance, the practice of critical analysis of all media;

(e) Provide materials representative of the many religious, ethnic and cultural groups, and of their contribution to the heritage and culture of America and the world;

(f) Place principle above personal opinion and reason above prejudice in the selection of materials of high quality in order to assure a comprehensive collection appropriate for the users of the library media center.

(2) Legal Responsibility for Selection - The School Board of Jefferson County is legally responsible for all matters relating to the operation of the Jefferson County Schools. The responsibility for the selection of educational materials is delegated to professional administrative and instructional personnel employed by the Board.

(3) Personnel Responsible for Selection - The selection of school library media center materials is a continuous process which shall involve principals, supervisors, teachers, parents, students, and media specialists. The responsibility for coordinating the selection process and for making the final selection shall rest with the principal in accordance with the selection criteria and procedures stated herein.

(4) Criteria for Selection:

(a) The process of evaluating materials for inclusion in collections shall be continuous and systematic. It is preferable to examine materials

before purchasing them; however, this is often impractical. In such cases, selection should be based upon bibliographic reference sources, selected lists, and reviews in reputable professional journals and publications;

(b) First consideration shall be given to the needs of the individual school based on knowledge of the curriculum, of the existing collection, and of the needs of children and youth. Requests from users of the collection (administrators, faculty, parents, students) shall be given high priority. Materials shall be selected so as to provide a wide range of levels of difficulty;

(c) Materials for purchase shall be considered on the basis of overall purpose, timeliness, importance of the subject matter, quality of writing or production, readability and popular appeal, authoritativeness, reputation of the author, artist, publisher, producer, format, and cost;

(d) Special consideration shall be given to treatment of the following elements: religion, ideologies, sex education, sex, profanity, and science:

1. Religion - Factual unbiased material which represents all major religions shall be included in the collection;

2. Ideologies - Factual information on any ideology or philosophy which exerts a strong force in society shall be included in the collection;

3. Sex Education - Factual information appropriate for the age group or related to the school curriculum may be included in the collection;

4. Sex - Pornographic, sensational, or titillating materials shall not be included;

5. Profanity - The fact that limited profanity appears in material shall not automatically disqualify a selection. However, care shall be taken to exclude materials using profanity in a lewd or detrimental manner;

6. Science - Factual information about medical and scientific knowledge shall be included in the collection without any biased selection of facts.

(5) Gifts - Gifts of materials, or of funds with which to purchase materials, are accepted with the understanding that their use or disposition will be determined by those persons having the responsibility for acquisitions, according to the same selection criteria and procedures as purchased materials.

(6) Procedures for Selection:

(a) In selecting materials for purchase, the principal and faculty shall evaluate the existing collection and consult:

1. Reputable, unbiased, professionally prepared selection aids;
2. Media staff, supervisors, students and community representatives;
3. The media committee appointed by the principal to serve in an advisory capacity in the selection of materials.

(b) In determining materials to be purchased, school personnel shall follow these procedures:

1. Multiple items of outstanding and frequently used materials may be purchased as needed;
2. Worn and missing basic items shall be replaced periodically;
3. Out-of-date or no longer useful materials shall be withdrawn from the collection and replaced by new and appropriate materials;
4. Sets of materials and subscription materials shall be examined carefully and shall be purchased only to fill a definite need.

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