

SCHOOL LIBRARIES - ADMINISTRATIVE REGULATIONS

Procedures for Selection of Library Materials

- I. Library materials include works of fiction, nonfiction and reference, in print and/or non-print formats, that are cataloged and processed for inclusion in the library collection and to be used by pupils in the library setting.

Materials that are purchased primarily for use in a classroom setting should be considered instructional materials and shall follow the regulations of District Policy 6161.1.

- II. The selection of school library materials shall be in accordance with the following basic principles:
 - A. To enrich the curriculum,
 - B. To further the development of children and youth intellectually, socially, and spiritually.
- III. Responsibility for the final selections shall be delegated to professionally trained personnel who know the courses of study, the methods of teaching, and the individual differences of the pupils in the schools for which the materials are provided. The basic factors in influencing selection shall be the curriculum, the reading interests, the abilities, and the background of the pupils using the libraries.
- IV. The assistance of curriculum consultants, faculty members, administrators, and pupils and/or parents shall be sought by and used at the discretion of the librarian.
- V. The following authorities may be consulted in the selection of library materials:
 - A. Publications by:
 - The American Library Association
 - National Education Association
 - National Council of Teachers of English
 - Other professional organizations
 - B. Selective lists:
 - H. W. Wilson Catalog Services
 - R. R. Bowker lists
 - Bro-Dart Foundation lists
 - Published bibliographies
 - C. Current Reviewing Media:
 - Book list
 - Book Review Digest
 - School library Journal
 - Subscription Books Bulletin
 - Wilson Library Bulletin
 - Professional journals

- D. Additional suggestions may come from exchange of materials with neighboring district school librarians, visits to book exhibits and displays, examination of book store stock, publishers' samples, reading lists from other school systems, various courses of study, school parents' groups, other educational organizations, and individuals of the community.

- VI. Gifts to the library shall be subjected to the same examination and evaluation procedures as materials purchased. If found suitable, they shall be processed the same as other library materials.

SCHOOL LIBRARY BILL OF RIGHTS

School libraries are concerned with generating understanding of American freedoms and with the preservation of these freedoms through the development of informed and responsible citizens. To this end the American Association of School Librarians reaffirms the Library Bill of Rights of the American Library Association and asserts that the responsibility of the school library is:

To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the pupils served.

To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.

To provide a background of information which will enable pupils to make intelligent judgments in their daily life.

To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.

To provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.

To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the uses of the library.

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