

NORTH KINGSTOWN SCHOOL COMMITTEE
POLICY MANUAL

ADMINISTRATIVE REGULATION

MEDIA CENTER MATERIALS SELECTION

PURPOSE:

These Administrative Regulations are established in keeping with School Committee Policy IJL Media Center Materials Selection, to set forth the regulations necessary to the implementation of policy direction established therein.

REGULATIONS:

- I. Selection and removal of materials in all formats for the media center is a continuous process using as many of the standard selection aids as possible. It is a cooperative process, with media specialists, teachers, administrators, and students all having a part in creating an adequate and workable collection. Titles are selected on the basis of literary quality, appeal to students, excellence in format, authenticity of content, suitability for the normal range of reading abilities, appropriateness to the curriculum, and social value. Suggestions for materials to be purchased may come from administrators, faculty, and students, although final selection is made by the library media specialists.

- II. Materials will be evaluated according to the following criteria as they apply.
Materials shall:
 1. Support and be consistent with the general educational goals and teaching strategies of the North Kingstown School Department,
 2. Support the GLE's,
 3. Support and be consistent with the objectives of specific courses,
 4. Be relevant to today's world, current and up-to-date,
 5. Have aesthetic, literary, or lasting value,
 6. Be appropriate for the subject area or theme, and for the age, reading level, diverse learning styles, and social development of those for whom the materials are selected.
 7. Be chosen to foster respect for and gain an understanding of the contributions made to our civilization by many minority and ethnic groups,
 8. Provide a stimulus to creativity,
 9. Represent differing viewpoints on controversial subjects with the goal of providing a balance in the collection,
 10. Have a physical format and appearance suitable for their intended use,
 11. Be of acceptable technical quality with adequate documentation,
 12. Encourage higher level thinking skills,
 13. Encourage lifelong learning and self-education,
 14. Represent a variety of formats with efforts to incorporate emerging technologies.

III. Gifts: Any gift book presented to a media center will be evaluated using the above standards and will be added to the collection at the discretion of the media specialist.

IV. Procedures for Answering Criticism

The North Kingstown School Committee recognizes that any item may offend some patrons, however, the selection of materials on controversial topics will be made based on the IMB policy, the merits of the material, its value to students, and value to the collection.

A. Citizens of the school community may register criticism of materials they consider objectionable.

B. All criticism shall be submitted to the media specialist in writing and using the approved district form in this policy. Author, title, and page numbers for each objection are to be included in the written complaint. (Appendix I)

C. Criticism must be signed by the complainant so that proper identification and reply may be made.

D. The media specialist and the staff will re-read and review the materials under question. They will then present a written brief containing their recommendations for the material under question to the complainant with copies for the record to be sent to the principal of the school involved, the superintendent of schools, the curriculum director, and the school committee.

APPENDIX I

CITIZEN'S REQUEST FOR RECONSIDERATION OF A BOOK
OR AUDIO-VISUAL MATERIAL

DATE: _____

AUTHOR: _____ PAPERBACK: _____

TITLE: _____ HARDCOVER: _____

PUBLISHER: _____ COPYRIGHT DATE: _____

Request Initiated by: _____

Telephone: _____ Address: _____

Complainant represents: _____

Himself/herself: _____

Organization (name): _____

Other: _____

For Books: _____

1. To what in the book do you object? (Please be specific--cite pages.)

2. What do you feel might be the result of reading this book?

3. For what age group would you recommend this book?

