

2530 - Resource Materials

The Board of Education shall provide resource materials to implement district and school educational goals and objectives as pupil needs dictate and district resources permit. Such materials include reference books, other supplementary titles, maps, library print and non-print materials, and other sources of information for use by pupils that are not designated as textbooks.

Selection Standards

Criteria for general interest areas - all materials, in any form, should be judged as good to excellent in part or all of the following criteria:

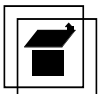
1. Content and accuracy
2. Style of presentation and treatment
3. Format
4. Authority of author
5. Democratic concept of opposing viewpoints and variety of ethnic and cultural groups
6. Physical conditions of the media, such as print size, binding, type of cassette, etc.

Criteria for specific interest area - factual material of an educational nature on the level of the reading public shall be in the library collections.

The libraries may, without making any effort to sway reader judgment, make available factual information on any ideology or philosophy in government, current events, politics, education or other phases of life.

Materials shall be subjected to a stern test of literary merit and reality by the responsible staff members.

The decision shall be made on the basis of whether the material presents life in its true perspective and whether the material is of literary value.



Duplications - materials should be selected with the whole general library collection in mind. Duplicate copies of media should be provided in areas of heavy demand.

Copyright Date - the library collection should include materials with the latest copyright dates to ensure the availability of recent factual information but should also include copyright dates of considerable vintage when such materials are needed as part of a basic collection.

Self-initiative in the Use of Non-curricular Media collections should include materials of such excellent content that they will encourage both pleasurable and critical usage.

Selection Process Before Purchase

The best method requires the librarian or other professional to make a personal and thorough inspection of the media being considered. A written evaluation of this preview should be made using the standard form. Further, effort should be made to use the media in a teaching-learning situation. Completed evaluation forms should be kept on file for a period of one year following purchase or rejection of that particular media.

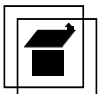
Selection must also be based on standard reviewing organs, on authoritative basic lists, such as; School Library Journal, Booklist, Previews, Elementary School Library Collection by Gaver, etc.

Wherever practical, selection should be made on the recommendation of the classroom teacher and other members of the professional staff who possess a special knowledge of the subject matter in media being considered.

Complaints About Instructional Materials

Complaints about any instructional material in the collections of school libraries and/or resource centers are to be made as follows:

They must be submitted in writing in a signed statement containing the following information:



1. Title, author, publisher, copyright date, page(s) or portion of media on which the alleged unsuitable material appears.
2. Quotations of the alleged unsuitable material with a clear statement of the writer's objection to the material.
3. Name and address of the complainant, if acting as an individual.
4. If complaint is made by an organization, the name and address of the individual complainant and of the organization he or she represents and a statement of the complainant's position in the organization.

Written complaints will be handled in accordance with Policy 9130 Public Complaint and Grievances.

The Superintendent will develop regulations for the selection of resource materials that provide for the effective consultation of teaching staff members at all appropriate levels; insure that the Board's budgetary allotment for resource materials is efficiently spent and wisely distributed throughout the instructional program and the district; and insure an inventory of resource materials that is well balanced and well rounded in coverage of subject, types of materials, and variety of content.

The Superintendent will evaluate the continuing effectiveness and utility of resource materials and recommend to the Board the removal of those materials that no longer meet the standards set forth in this policy. Any request for the removal of resource materials will be governed by Policy No. 9130 on public complaints.

Adopted: 27 April 1998

