

## Billings School District 2

### INSTRUCTION

#### Access to Library Programs and Materials

The mission of the school library program is to maximize access to information. Students will be empowered users of information utilizing critical and creative thinking skills in the research process. Libraries will provide opportunities to learn about resources and technologies beyond the library media center. Our libraries will provide a quality district collection of materials.

The school library media program serves and benefits all K-12 students, faculties, staffs, and families of our school district. Individual patrons have access to resources provided within our school library network, provided priority access is given to District educators and students.

The following beliefs guide the access of School District No. 2 library resources for all library patrons in the District:

The automation system is a tool that provides an on-line integrated library collection to all Billings Public School patrons.

District libraries will be managed according to district approved policies and procedures.

Library Media Specialists are required to be technologically literate and continue learning as facilitators and as resources for accessing information.

Libraries will have the resources to provide a stable, yet current, collection of books, materials, and resources.

Individuals who check out books are responsible for the care and timely return of those materials. Fines are assessed for damaged or unreturned materials.

Any individual may challenge materials in the instructional media center. The District's Challenges to Education Materials Procedure shall be utilized to determine if challenged material is properly located in the library.

Cross References: 2311 Challenges to Educational Materials  
2311-P 1 Challenges to Educational Materials Procedure  
2311-F1 Request Form for Reconsideration of Media

Legal References:  
§ 20-4-402(5), MCA Duties of district superintendent or county high school principal  
§ 20-7-203, MCA Trustees' policies for school library  
§ 20-7-204, MCA School library book selection

Policy History:

First Reading:	January 19, 2004 – Board of Trustees
Second Reading:	March 8, 2004 – Education Committee
Third Reading:	April 19, 2004 – Board of Trustees
Adopted on:	April 19, 2004
Effective on:	July 1, 2004
First Reading:	February 25, 2019 – Board of Trustees
Second Reading:	March 5, 2019 – Board Operations
Third Reading:	March 18, 2019 – Board of Trustees
Effective on:	March 18, 2019