

## **Library Materials Selection and Collection Management**

### Section A - Introduction

The Board of Education supports the principles of intellectual freedom inherent in the First Amendment of the Constitution of the United States.

### Section B - Selection and Management of Library Materials

The following guidelines will be used in the selection and management of the district's library materials:

1. Books and other library materials are selected on the basis of literary, educational, cultural, informational, and recreational value within the framework of policies determined by the Board of Education.
2. No title is excluded on the basis of actual or perceived moral, racial, religious, or political prejudice. Titles are selected, within the limitations of the budget, on the basis of curricular needs and other student interests.. Suggestions from students, faculty, and staff are encouraged and will be given due consideration.
3. Selection is a continuous process that involves 1) the acquisition of materials through identification, , preview, and evaluation of materials; 2) the removal of materials deemed no longer necessary or appropriate; and 3) the replacement of lost or worn materials still of educational value. Selection is conducted by professional librarians, subject to review by the Head Librarian at each school. These librarians, subject to review by the same Head Librarian are also responsible for weeding the collection, considering gift items, and evaluating student, faculty, and staff suggestions for purchase.
4. The collection will be weeded systematically in order to withdraw materials that are out of date, no longer circulating, unnecessarily duplicative, worn, or mutilated. The library will not automatically replace all items that are withdrawn due to loss, damage, or heavy use. Decisions to replace materials will be based on the value described in paragraph 1 above, as well as community interest and the availability of later editions and new materials\.
5. Within the framework of policies determined by the Board of Education, the libraries generally follow the "[Freedom to Read](#)" statement, the "[Freedom to View](#)" statement, the "[Labeling Library Materials](#)" statement, "[The Library Bill of Rights](#)," and the "[Access to Resources and Services in the School Library](#)" of the American Library Association.
6. Any member of the public may inspect library materials. Any resident of the school district may challenge library materials used in the district's educational program on the basis of appropriateness, pursuant to 7200 Procedures - Library Materials Selection and Collection Management.
7. The Head Librarian will accept a completed "Request for Reconsideration of Library Materials" form concerning specific materials, and retention of any such materials will be determined in accordance with the procedures of this policy.



Approved: May 29, 2001  
Revised: February 26, 2007  
Revised: October 24, 2022