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| <u>Section I:</u> Instructional Goals and Objectives | Knox County Board of Education Policy | | |
| | School Libraries | Descriptor Code: | Issued: |
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SCHOOL LIBRARY SERVICES

School library services shall be provided for all Knox County Schools in order to support the overall educational program, as described in Board Policy I-100 “Instructional Goals and Objectives”

Each school shall have a library which meets requirements from the State of Tennessee and the guidance of the American Association of School Librarians.¹

Individual schools or classrooms may choose to provide classroom libraries in addition to their school library. Classroom libraries are subject to the same legal and policy requirements as school libraries.

SCHOOL LIBRARY COLLECTION

School libraries are the responsibility of the school library media specialist, and classroom library collections are the responsibility of the teacher. Both school library and classroom library collections are maintained in cooperation with teachers, students, parents, and administrators.

Materials in the collection are selected in accordance with Board Policy I-211 “Selection of Instructional Materials Other than Textbooks,” in compliance with the Age-Appropriate Materials Act. A collection maintenance cycle is to be carried out each school year. Collection maintenance should include the following processes: Needs Assessment, Selection and Acquisition, Access, and Evaluation. In addition to the materials collected and maintained for each school site, some materials and products will be provided at the district level for stakeholders to share.

AGE-APPROPRIATE MATERIALS ACT²

Any material meeting the following definitions must be excluded from Knox County Schools’ library collections as not appropriate for the age or maturity level of students. Excluded materials are those that in whole or in part contain nudity, or descriptions or depictions of sexual excitement, sexual conduct, excess violence, or sadomasochistic abuse, as those terms are defined in T.C.A. § 39-17-901. Materials that are patently offensive, or those that appeal to the prurient interest, as those terms are defined in T.C.A. § 39-17-901,³ must also be excluded.

"Library collection" means the materials made available to students by a school operated by an LEA or by a public charter school but does not include materials made available to students as part of a course curriculum.

"Materials" means books, periodicals, newspapers, manuscripts, films, prints, documents, microfilm, discs, cassettes, videotapes, videogames, applications, and subscription content in any form.

1. Knox County Schools shall maintain a current list of the materials in the school's library collection. The list must be posted on the school's website.
2. Knox County Schools is adopting this policy for developing and reviewing school library collections. The policy includes the following included under Administrative Procedures:
 - a. A procedure for the development of a library collection at each school that is appropriate for the age and maturity levels of the students who may access the materials, and that is suitable for, and consistent with, the educational mission of the school;
 - b. A procedure for school leaders, central office staff, and the Board of Education to receive and evaluate feedback from a student, a student's parent or legal guardian, or a school employee regarding one (1) or more of the materials in the library collection of the student's or employee's school;
 - c. A procedure for committees to periodically review the library collection at each school to ensure that the school's library collection contains materials appropriate for the age and maturity levels of the students who may access the materials, and that is suitable for, and consistent with, the educational mission of the school.
3. In the event of concerns about a material contained in the school's library collection, that material will be reviewed in accordance with Board Policy I-212 "Reconsideration of Instructional Materials and Textbooks." If Knox County Schools determines that the material is not appropriate for the age and maturity levels of the students who may access the materials, or is not suitable for, or consistent with, the educational mission of the school, then the school shall remove the material from the library collection.
4. The procedures adopted pursuant to this Policy are not the exclusive means to remove material from a school's library collection, and do not preclude the Board of Education and the Director of Schools from developing or implementing other policies, practices, or procedures for the removal of materials from a library collection.²

GIFTS

Any acceptance of gifts to the library should be in compliance with Board Policy D-130 "Donations, Gifts, and Bequests."

STUDENT FINES

Students who destroy or damage any item in the library collection must be responsible for the actual cost of replacing or repairing such materials or equipment⁴, in accordance with Board Policy J-270 "Care of School Property." All fines for repair or replacement should be in compliance with Board Policy J-560 "Student Fees and Fines." Fines must not be assessed in a way that creates a barrier to students' access to the materials and services necessary for learning.

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Legal References:

1. TRR/MS 0520-01-02-07.
2. T.C.A. § 49-6-3803.
3. T.C.A. § 39-17-901.
4. T.C.A. § 37-10-101, T.C.A. § 37-10-102.

Approved as to Legal Form
 By Knox County Law Director 7/1/2024
 /Gary T. Dupler/Deputy Law Director