

The Library Collection Guide: Selection, Reconsideration, and Maintenance

Selection Standards and Principles

- Professional Curation: Teacher-Librarians select diverse materials that support the curriculum and reflect multiple perspectives.
- Evaluation Standards: Materials are evaluated based on reviews from professional sources, educational significance, and validity.
- Constitutional Foundation: Selection policies explicitly reaffirm First Amendment principals and the right to Intellectual Freedom.

The Reconsideration Procedure

- Step 1 - Informal Resolution: Community members must first discuss concerns with teacher-librarian and principal to seek an equitable solution. No unilateral decision should be made to remove the item.
- Step 2 – Challenged Materials Committee: Formal challenges are reviewed by an eight-member committee. Questioned materials shall remain available to all students during the review process (Policy 2313).
- Step 3 – Resolution: Petitioner will receive the committee’s written decision and may appeal to the Superintendent within 10 days. A final 10-day appeal to the School Board is permitted, but only to prove the district failed to follow established policy.

Weeding: Criteria for Removal

- Obsolete Content: Subject matter is no longer current or accurate.
- Physical Condition: Item is in poor physical condition and requires replacement.
- Curricular Assignment: Material no longer supports student interests or district curriculum.