

ADMINISTRATIVE REGULATION

No. 219(c)

Board of Trustees Douglas County School District

PROGRAM

SELECTION OF LIBRARY BOOKS, MATERIALS AND PERIODICALS

Selection Guidelines:

1. Instructional materials should enrich and support the philosophies, goals and curriculum of the Douglas County School District, taking into consideration the varied interests, abilities, maturity levels, reading levels and ethnic backgrounds of the students served.
2. Instructional materials should stimulate growth in factual knowledge, literary and cultural appreciation, aesthetic values and ethical standards.
3. A comprehensive collection of materials should be selected in compliance with basic written selection principles as are found in library science texts and professional library standards. Maximum accessibility to these materials will be provided, thus enabling students to think independently and to make intelligent judgments in their daily lives. Access to digital resources and databases shall be managed to ensure content is appropriate for the student's age and grade level.
4. Selection of instructional materials should endeavor to present opposing sides of controversial issues so that students may develop, under guidance, the practice of critical reading and thinking.
5. The collection should include materials, which reflect the ideas and beliefs of various religious, social, political, historical, ethnic and cultural groups and their contribution to the American and world heritage. Materials should be selected to ensure a diverse and inclusive collection that provides students with a variety of perspectives.

Specific Regulations:

1. All selection of materials shall be a cooperative, continuing process in which administrators, teachers, librarians and students may participate. The certified school librarian, in consultation with the site administrator and teaching staff, shall have the primary responsibility for the selection of library and media materials. Supplemental textbooks and resources for use in a media center are subject to the approval of the principal of that school. School administrators, librarians, teachers, parents and pupils must be allowed to review the selected materials and request reconsideration of the selected materials if so desired. Requests for reconsideration shall follow the procedures established in Administrative Regulation 219(b). Gift materials, as well as leased, loaned, and digital/subscription-based items, are subject to the same criteria as is

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purchased material.

2. The school librarian will primarily use evaluation tools such as "Booklist," "School Library Journal", "VOYA", "The Hornbook Magazine" and other standard professional reviewing sources. Also, publications by various agencies such as the American Library Association, the National Education Association, the National Council of Teachers of English, and other reputable professional organizations shall be consulted. Selectors should prioritize reviews that specifically address the age-appropriateness and educational suitability of the material for K-12 environments.
3. Selection is an ongoing process that must include the periodic deselection (weeding) of materials that are inaccurate, outdated, no longer in demand, or in poor physical condition, and the replacement of lost and worn materials that still are of educational value. Deselection shall be performed by the certified librarian using established professional criteria (e.g., the MUSTIE guidelines) to ensure the collection remains current and relevant.
4. The selectors, in choosing the materials, shall place principle above personal opinion and reason above prejudice to form a balanced collection of materials that is appropriate for the intended users of these materials. Materials shall be selected based on their overall purpose and educational merit rather than on isolated passages or images taken out of context.
5. Selection of materials should reflect support for the principles of freedom of speech that are inherent in the First Amendment of the United States Constitution, and which are expressed in the Library Bill of Rights and the Freedom to Read Statement disseminated by the American Library Association. They should also be in harmony with the constitutions and the laws of the United States and Nevada. Selection shall comply with Nevada Revised Statutes regarding the protection of minors from harmful material while maintaining a commitment to intellectual freedom and access to information.

[See Policy related to this Administrative Regulation](#)
[See also: Administrative Regulation 219\(a\), 219\(Cb\), Ili.\(Q\)219\(d\)](#)

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