

Instruction/Community Relations

Library Collection Development and Maintenance Policy

This selection policy reflects the philosophy and goals of the school system and supports the principles of intellectual freedom described in the ALA Freedom to Read Statement and Library Bill of Rights.

Purpose

The Suffield Board of Education's Library Collection Development and Maintenance Policy serves to articulate the objectives and criteria that guide the selection and withdrawal of library materials to inform the public about those standards. "Library materials" means any material belonging to, on loan to or otherwise in the custody of a school library media center, including, but not limited to, nonfiction and fiction books, magazines, reference books, supplementary titles, multimedia and digital material, software and other material not required as part of classroom instruction.

No library can reasonably acquire all published materials, nor can it keep all purchased materials indefinitely. This policy shall guide library staff in the selection and withdrawal of library materials within the financial and physical space constraints of the library.

The Suffield Board of Education recognizes that library and other educational materials should be provided for the interest, information, and enlightenment of all students, and that the collection as a whole should represent a wide range of varied and diverging viewpoints.

Students shall have access to the library and other educational materials that are relevant to their research, independent reading interests, and educational needs, based on their age, development, or grade level.

The library media center is an important place for voluntary inquiry, the dissemination of information and ideas, and the promotion of free expression and free access to ideas by students.

A school library media specialist is professionally trained to curate and develop a collection that provides students with access to the widest array of age-appropriate and grade-level-appropriate library and other educational materials.

Through this policy, the Board of Education ensures that all library materials shall be evaluated and made accessible in accordance with the protections against discrimination set forth in section 10-15c of the general statutes, including, but not limited to, discrimination based on race, color, sex, gender identity, religion, national origin, sexual orientation, or disability. The Board shall review and update this policy as necessary every five years.

The Suffield Board of Education directs the Superintendent to create an administrative regulation that establishes a procedure for a certified school library media specialist to continually review library and other educational material within a school library media center using professionally accepted standards which shall include, but need not be limited to: the material's relevance, physical condition of the material, availability of duplicates or copies of the material, availability

of more recent age-appropriate or grade-level appropriate material and continued demand for the material.

Policy on Charges

There are no fees or costs attached to material usage. In the case of lost items, at the end of the school year, the person responsible for financial obligations is billed for the replacement cost of materials not returned. In the event of a student's inability to pay replacement costs due to financial hardship, a referral is made to the building's administration.

Legal Reference: Public Act 25-168 An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefore, and Provisions Related to Revenue and Other Items Implementing the State Budget

Connecticut General Statutes

Section 10-15c Discrimination in public schools prohibited

Policy adopted: January 20, 1981
Policy revised: February 27, 2007
September 8, 2026

SUFFIELD PUBLIC SCHOOLS
Suffield, Connecticut