File: IJLA

LIBRARY RESOURCES

The primary objective of the library is to implement its resources to enrich and to support the educational program of the school.

Definition of Library Resources

Library resources are those print, non-print, and digital materials found in school libraries which support curricular and personal information needs. Materials must be age-appropriate for the students attending the school the library serve and must serve an educational purpose.

Criteria for Selection of Library Resources

Per the guidance of the American Association of School Librarians, the following criteria should be considered in the selection of school library materials:

- Curriculum needs of the individual school, staff, and students based on state and national standards
- Recommendations from library selection tools
- Reading interests, abilities, and developmental levels of students
- Global perspectives and/or points of view
- Free from bias and stereotype
- Literacy and artistic quality
- Currency and reliability of information
- Scholarship and competence of the author, producer, and/or publisher
- Respect for intellectual freedom and diversity
- Readability
- Requests from administrators, educators, parents/guardians, and student learners
- Attractiveness and durability

Selection of materials must be determined by the school library teacher's professional training and not on personal, political, or doctrinal views.

Disclosure of Information/Privacy of Circulation Records

Circulation records shall not be made available to anyone except pursuant to such process, order, or subpoena as may be authorized by law.

Re-evaluation (Weeding) of Library Resources

The continuous review of library/media center materials is necessary as a means of maintaining a useful and active collection. As new materials are selected and added, some older materials are

withdrawn. The responsibility for determining which materials are to be withdrawn rests with the professional staff.
Among the reasons for withdrawing an item are the following:

- Curricular changes have rendered superfluous some materials (or multiple copies of materials) formerly used but no longer in demand.
- Some materials contain factual material that is no longer accurate nor current.
- Some materials intended for recreational reading have become dated and are no longer in demand.
- Some materials have become worn out, damaged or physically deteriorated and have lost utility and/or appeal.
- Some materials have been superseded by newer items, which present the same information, but in superior format.

Withdrawn library/media center materials are processed in one or more of the following ways:

- Made available to be used as resource or supplementary material by teachers.
- Offered to other media centers in the District, as it is possible that a material, which lacks utility in one building, may have some usefulness in another.
- Contributed to appropriate charitable or educational agencies.
- Discarded, when warranted.

Continuing evaluation is closely related to the goals and responsibilities of library/media centers and is a valuable tool of collection development. This procedure is not to be used as a convenient or expedient means to remove materials presumed to be controversial or likely to be disapproved by segments of the community. Materials are not to be proscribed or removed because of actual or potential partisan or doctrinal disapproval, nor because of the origin, background or views of those contributing to their creation.

LEGAL REFS.: MGL Ch. 71, sec. 82A, B, C
603 CMR 26.00

REFERENCES: American Library Association Selection and Reconsideration Policy Toolkit
An Introduction to Collection Development for School Librarians, American Association of School Librarians

CROSS REFS.: DD, Grants and Gifts
IB, Academic Freedom
KCD, Public Gifts to the Schools KE, Public Complaints

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