

## **LIBRARY MEDIA CENTERS AND MATERIAL SELECTION**

The Board believes that school library media centers are a fundamental part of the educational process by providing a place to foster independent and collaborative learning, as well as, information-seeking skills in students and staff. This is accomplished through timely access to services and resources that both reflect the student body, the cultural diversity, and pluralistic nature of American society, and represent perspectives held in the world more broadly.

Library/media materials are the resources circulated from the school library media centers for student and/or teacher use, including print and digital materials. When used for the purpose of teacher-directed instruction, library/media materials are then viewed as supplementary materials and are covered under Board Policy 361.

The District Administrator shall designate licensed library media professionals to direct or coordinate the District's library media program. The Board shall adopt a long range plan developed by teachers, library media specialists, and administrators which will be brought forward for review by the administration when substantive changes are made.

The major goals of the District's school library media centers are:

- to support and enrich the District's Mission, Vision, and Big Aims;
- to provide for personal interests, professional, educational, and recreational reading while promoting an appreciation of literature;
- to provide a comprehensive and coordinated collection of current and accurate resources so that students and staff will conveniently and effectively use a wide variety of materials;
- to provide the appropriate technology and equipment for information retrieval, resource sharing, and classroom instruction;
- to promote and support the appropriate use of technology for accessing, interpreting, and communicating intellectual content;
- to provide materials that advances student and staff literacy of print, digital, and other emerging information resources;
- to provide unbiased and timely access to resources that support students' personal, academic, and life-long learning;
- to foster a love of reading, curiosity, and investigation by providing a space that is well-maintained, up-to-date, welcoming, and safe for all users.

The District Administrator in collaboration with the District's library media specialists shall establish procedures related to the selection of materials, removal of materials, inventory, and repair and/or replacement of materials. The District will provide, at the end of each school year, a list of all materials acquired for and removed from each school library.

The Board, in its commitment to transparency, believes it is a fundamental right that parents/guardians have access to the materials made available to their students through the school libraries, and as such, each school library shall provide a way for parents to search the catalog of all material available to students and to see what materials their child has checked-out. The parent or guardian may assess the suitability of library materials for his/her child and may request that his/her child not have access to a particular book or have limited access to the library's print or digital collection generally. The parent/guardian shall submit their request to the school administrator.

No parent/guardian has the right to determine reading, viewing, or listening material for students other than his/her own children.

### **Criteria for the Selection of Materials**

Initial purchase suggestions for library media materials may come from all personnel, such as teachers, coordinators, and administrators. Parents/guardians and students are also encouraged to make suggestions. The final purchasing of library materials will be made by the library media specialists.

The following criteria will be considered in reviewing library materials or in evaluating whether to accept donations of materials. Some criteria may not apply in each situation and not all criteria need to be met in order to acquire and incorporate library materials. Materials should:

1. support and enrich the curriculum and/or students' personal interests and learning;
2. meet high standards in literacy, artistic, and aesthetic quality; technical aspects; and physical format;
3. be appropriate for the subject area and for the age, emotional development, ability level, learning styles, and social, emotional, and intellectual development of the students for whom the materials are selected;
4. incorporate accurate and authentic factual content from authoritative sources;
5. earn favorable reviews in reviewing sources viewed as authoritative by library professionals;
6. exhibit a high degree of potential user appeal and interest;
7. represent differing viewpoints on issues of interest;

8. provide all students with a current, balanced collection of books, basic reference materials, periodicals, digital, and audiovisual materials that depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society, per Wisconsin State Statute 121.02(1)(h);
9. include a variety of resources in physical and virtual formats including print and non-print such as electronic and multimedia;
10. demonstrate physical format, appearance, and durability suitable for their intended use; and
11. balance cost with need.

Selection is an ongoing process that includes removing materials that are no longer used or needed, adding materials, and replacing lost and worn materials that still have educational value.

### **Challenges to Library/Media Materials**

The Board respects the rights of parents/guardians of children attending school in the District and District residents to object to library/media materials they feel are inappropriate and they may request formal reconsideration of the inclusion of specific material in a school library. Requests made under this policy relate to library materials only and not to curriculum-related materials or classroom libraries. Challenges will be limited to specific individual materials and will not extend to the professional involved in the original selection and use of the material.

Challenged school library materials will be objectively reviewed pursuant to Board Policy 872: Challenges to Library/Media Materials.

### **Gifts and Donations**

Gifts and donations shall be handled in accordance with Policy 840 – Gifts to the School District.

Wisconsin Statutes, sections 118.13 (1), 121.02 (1)(h), 120.13 (5)  
Wisconsin Administrative Code, sections PI 8.01 (2) (h), PI 9.03 (1)(e)

Cross ref:

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