

SELECTION OF INSTRUCTIONAL MATERIALS

The legal responsibility for instructional materials used in the School District rests ultimately with the Board. The media specialist is primarily responsible for all materials for the library media center. The curriculum committees, which may include principals, teachers, librarians or other professionals of the district, will review and make recommendations for the selection and purchase of classroom curriculum materials.

The District endorses the American Library Association “Library Bill of Rights” and the American Association of School Librarians “School Library Bill of Rights” for School Library Media Programs. All instructional materials will be selected in accordance with the statements of these two documents. When concerns arise about particular instructional materials, the concerns should be presented first to the instructor whose course of instructional material is being questioned. (Refer to the Instructional Materials Reconsideration Policy)

The School District shall not discriminate in the selection and evaluation of instructional and library materials on the basis of sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance with established procedures.

The selection of instructional and media center materials will meet the needs of the individual school based on the knowledge of the curriculum with consideration given to the existing collection. The District recognizes that any item may offend some patrons. The selection of materials on controversial topics will not be made on the basis of any anticipated approval or disapproval but rather on the merits of the materials and its value to the collections and to the patrons.

Materials print and non-print will be considered on the basis of the following (not all inclusive) criteria:

1. Support and be consistent with the general educational goals of the District.
2. Support and be consistent with the objectives of specific courses.
3. Be relevant to today’s world
4. Have aesthetic, literary or social value
5. Be appropriate for the subject areas and for the age, emotional development, ability level and social development of those for whom the materials are selected.
6. Be created by competent and qualified authors and producers.
7. Realistically represent our pluralistic society.
8. Represent differing viewpoints on controversial subjects with the goal of providing a balanced collection.

9. Have a physical format and appearance suitable for their intended use.
10. Be of acceptable technical quality with adequate documentation

The primary objective of the Library Media Program is to implement, enrich and support the educational program of the school district. It is the duty of the media centers to provide a wide range of materials on all levels of difficulty, with diversity of appeal, and the representation of different points of views. Selection and weeding process is an ongoing process with the following considerations:

1. The existing collection will be evaluated to assess curricular and recreational needs.
2. Reputable, unbiased, professionally prepared selection aids and guides will be consulted.
3. Recommendations for purchase will be solicited from school personnel and students
4. The school media program accepts gifts with the understanding that only those materials which meet regular selection criteria will be added to the collection.
5. Materials no longer appropriate or accurate will be withdrawn from the collection.
6. Lost and worn materials still of educational value will be replaced.
7. Multiple items of outstanding quality and/or in demand media will be purchased as needed
8. Sets of materials and materials acquired by subscription are examined carefully and are purchased only to fill a definite need.

LEGAL REF.: Sections 118.03(2) Wisconsin Statutes
118.13
120.13(h)
121.02(1)(h)
PI 9.03(1) of the Wisconsin Administrative Code

CROSS REF.: 411 Student Discrimination Complaint Procedures
411-Rule Student Discrimination Complaint Procedures
871 Instructional Materials Reconsideration

APPROVED: December 11, 2006
