

POLICY FAMILY	METHODS AND RESOURCES	538
<p data-bbox="228 302 386 520"><u>538.</u> Selection of Library Materials</p>	<p data-bbox="440 296 1442 520">The responsibility for the selection of instructional materials, library media materials and information sources is delegated to the professionally trained employees of the school system. The selection of materials may involve many people: administrators, teachers, supervisors, and school library media specialists. The responsibility for coordinating the selection and purchase of library materials and information sources rests with those who are specifically trained in this area: the library media specialists.</p> <p data-bbox="440 552 1442 936">The primary objective of each school's library media program is to enrich and support the instructional program of the school emphasizing those areas mandated by the Massachusetts Curriculum Frameworks. At the same time, it is also the goal of the selection process to promote a lifelong love of reading and the development of information-literate students. The school library media program makes available, through the school library media collection, a wide range of materials of varying levels of difficulty. The collection is diverse in order to be compatible with the different needs, interests, and learning styles of students and teachers. To this end, the Shrewsbury School Committee subscribes to the principles expressed in the Library Bill of Rights (American Library Association), that the responsibility of the school library media program is as follows:</p> <ul data-bbox="440 968 1442 1482" style="list-style-type: none"> • To provide school library media that will enrich and support the curriculum, taking into consideration individual needs and the varied interests, abilities, and maturity levels of the students served. • To provide media that stimulate the growth in factual and literary knowledge, as well as appreciation of literature. • To provide access to information enabling students to make informed judgments. • To provide materials that encourage the practice of critical thinking and critical analysis of all media. • To provide access to materials representative of many religious, ethnic, and cultural groups as well as the contribution of these groups to our American heritage. • To place principle above personal opinion, and reason above prejudice, in selecting school library media. • To offer varied resources (print, electronic and audiovisual) that support the adopted curriculum and student learning styles. <p data-bbox="440 1514 1398 1577">Materials considered for selection are judged on the basis of the following criteria:</p> <ul data-bbox="440 1608 1308 1734" style="list-style-type: none"> • The needs of the existing collection. • The overall purpose of the selection and its direct relationship to instructional objectives and/or the Massachusetts Curriculum Frameworks. 	

- The accuracy and authenticity of the materials.
- A clear and well-organized treatment of the subject matter.
- The quality and durability of the physical product for a school setting.
- Special features such as useful illustrations, photographs, maps, charts, graphs, etc.
- The potential use of the materials for individual and group use.

The media specialist will consult reputable and reliable publishers of curriculum materials, professionally prepared selection tools, as well as teachers and curriculum leaders when considering materials and services for purchase. Teachers and students will be encouraged to suggest materials and services. The selection of Internet resources will be governed by the acceptable use policy (See Acceptable Use Policy 312 and 713).

Shrewsbury Public Schools adhere to the copyright laws of the United States. As such, we respect the legal protections that govern the use of print materials, audio, video images, and text in all forms and all media, including the work found on the Internet and the World Wide Web (WWW). For a comprehensive overview of the copyright laws, please visit the United States Copyright Office's official website at (www.loc.gov/copyright/).

Shrewsbury educators and students will make a reasonable effort to credit the source of the information with bibliographic citation and attempt to determine if the author provided information on how to use the work. If explicit guidelines exist, they should be followed.

The purpose of a school library media center is to meet the needs of the current users. Materials and services may be removed from the collection when they no longer meet the district curriculum plan, district-approved goals, or are no longer serviceable. This act should be carried out in accordance with the same principles and policies that determine selection and should be done on a continuous basis.

Citizens may voice formal objections to specific library materials. The media specialist will inform the complainant of the selection procedures and invite the complainant to file his or her objections in writing to the Materials Review Committee. This committee will include the assistant superintendent of schools, the department director of media services, a grade level teacher, a grade level media specialist, and a parent from the school council. The Materials Review Committee will review the challenged material and prepare a written response to the complainant and the superintendent. If challenged, the final decision will rest with the superintendent and will be delivered to the complainant and staff members in writing.

Adopted
1/8/03