

SELECTION OF LIBRARY MEDIA MATERIALS

All types of materials for the District's libraries shall be recommended for purchase by the professional personnel of the libraries and the Administration. At the discretion of the Superintendent, such recommendation may include students and other staff.

Gifts to the library may be accepted only with the understanding that the disposition of such gifts becomes the prerogative of the Board.

Media Selection Policy

The Board of Education subscribes to the tenets of the School Library Bill of Rights as adopted by the American Association of School Librarians in 1969. The library should be an integral part of the educational program of the school, relating the disciplines to one another, as well as encouraging students to develop positive, responsible attitudes towards their peers and the total school environment.

School Library Bill of Rights

All materials selected shall support state objectives of school library service and be consistent with the media selection policy and Library Bill of Rights as printed below:

- A. To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the pupils served.
- B. To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
- C. To provide a background of information which will enable pupils to make intelligent judgments in their daily life.
- D. To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.
- E. To provide materials representative of the many religions, ethnic, and cultural groups and their contributions to our American heritage.
- F. To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

Media Evaluation Committee

In order to facilitate the questioning of an item of media selected by the District's libraries, English departments, or other faculty group or individual, for use by students of the schools, it is proposed that a Media Evaluation Committee be formed.

If a publication is thought potentially objectionable, it may be placed before being shelved. If a citizen objects to a book or periodical shelved in the library, offered for sale on a school bookstand, or used as assigned reading by faculty members, he/she should notify the Superintendent in writing and supply reasons.

Challenged Material

A procedure for processing and responding to criticism of approved materials shall be established and followed. This procedure shall include a formal, signed complaint of standard format and an appointed committee to re-evaluate the material in question. Virtually all material that is challenged belongs to one of three basic categories: religion, ideology, or profanity/obscenity. Board policy regarding these areas is as follows:

- A. Religion -- factual, unbiased material which represents all major religions shall be included in the library collections.
- B. Ideologies -- the libraries shall, with no thought toward swaying reader judgment, make available basic primary and factual material information on the level of their reading public, on any ideology or philosophy of government which exerts or has exerted a strong force, either favorable or unfavorable, in government, current events, politics, education, or any phase of life.
- C. Profanity/Obscenity -- materials shall be subjected to a test of literary merit and reality by the media specialist and teachers who will take into consideration their reading public and community standards of morality.

Concerns or objections to any media materials will be directed to the building administrator who shall initially review the concerns or objections with the covered party.

The building administrator will notify the proper Director and media specialist of said concern.

If the parent/guardian still objects to the instructional material under question after the review with the building administrator, s/he will be instructed that a Request for Review of Instructional Materials form must then be filed with the Superintendent. The form will be available in the school office.

After the Request for Review of Instructional Materials form has been filed, the Superintendent will decide what further course of action is to be taken.

- A. The Superintendent may decide to send a letter to the concerned party that s/he finds no substantial reason to object to the use of the instructional material in question. A parent may appeal this decision to the Board.
- B. The Superintendent may decide to have the appropriate Director appoint a committee to review the instructional material in question.

The committee appointed by the appropriate Director shall be comprised of teachers and administrators including the appropriate Director, building administrator, media director, media specialist, and a teacher. They will review the material in question. When the committee deems it appropriate, parents, educational consultants, and students may be utilized in the committee's deliberations. Voting members of the committee will be limited to employees of the School District. The committee shall:

- A. Examine the challenged material;
- B. Determine professional acceptance by reading critical reviews of the material;
- C. Weigh value and faults and form opinions based on the material as a whole rather than on passages and sections taken out of context;
- D. Discuss the challenged resource in the context of the educational program;
- E. Extend an invitation to discuss the challenged item with the individual complainant when appropriate;
- F. The Assistant Superintendent shall prepare a written report for submission to the Superintendent.

Following review, the Superintendent will present the findings of the review committee and his/her recommendations to the Board.

The final decision for the use of all instructional material shall rest with the Board of Education after careful examination and discussion of the material with school officials and anyone else the Board may wish to consult.

No challenged material may be removed from the curriculum or from a collection of resource materials except by action of the Board, and no challenged material may be removed solely because it presents ideas that may be unpopular or offensive to some. Any Board action to remove material will be accompanied by the Board's statement of its reasons for the removal.

O.A.C. §3301-35-06

Adopted: July 18, 2006