

APPENDIX VII

Missoula County Public Schools

INSTRUCTION

2310P

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Selection of Library Media Center Materials

The selection of library material is the professional responsibility of the Library Media Specialist. The primary objective of the district library media program is to implement, enrich, and support the educational program of the school district. The school library media program, as an integral part of the educational program of the school, provides for the selection of resources to:

1. implement, enrich and support the curricula, as well as the personal and professional needs of the user, taking into consideration their varied interests, abilities, learning styles, and levels of maturity.
2. stimulate growth in factual knowledge, literary appreciation, recreational reading, aesthetic and cultural values, and ethical standards.
3. provide a background of information that enables users to make intelligent judgments in their daily lives.
4. enable users to develop the skill of critical analysis by providing materials on differing viewpoints.

In selecting library media materials, the Library Media Specialist will evaluate the existing collection; assess curricular and user needs; review materials and consult reputable, professionally prepared selection aids. The Library Media Specialist shall use, but not be limited to, the following criteria as a guide:

- Educational significance
- Contribution the subject matter makes to the curriculum and to the interests of the students
- Favorable reviews found in standard selection sources, which include (but are not limited to) ALA (American Library Association) publications, School Library Journal, Booklist, VOYA (Voice of Youth Advocates) and other print and online resources which provide professional reviews of materials
- Favorable recommendations based on review and examination of materials by professional personnel
- Reputation and significance of the author, producer, and publisher
- Validity, accuracy, relevancy, currency, and appropriateness of material
- Contribution the material makes to breadth of representative viewpoints on controversial issues
- High degree of potential user appeal
- High artistic quality and/or literary style
- Quality and variety of format
- Value commensurate with cost and/or need

- Timeliness or permanence
- Foster respect and realistically represent all people)

Weeding

In compliance with American Library Association guidelines, the collection of the library media center will be continually reevaluated in relation to evolving curriculum, new formats of materials, new instructional methods, and the current needs of its users. Materials no longer appropriate should be removed. Lost and worn materials of lasting value should be replaced. Weeding is essential to maintaining a relevant, attractive collection. Materials considered for weeding should include items:

- in poor physical condition
- containing obsolete subject matter
- no longer needed to support the curriculum or student/faculty interests
- superseded by more current information
- containing inaccurate information
- with low circulation
- offering stereotypical images and characterizations

Note: Special consideration should be given to retaining materials of local interest including those relating to Montana and local history.

Media will be discarded according to District procedures and state law.

Gifts

Gift materials may be accepted with the understanding that they must meet criteria set for library media selection.

Procedure History:

Adopted on: January 14, 2003

Revision to PNP on: September 30, 2009

Adopted on: November 10, 2009