

## MEDIA SELECTION

The purpose of the *Castleton/Hubbardton School District* Media Selection policy is to guide media personnel and to inform the public of the principles that guide media selection.

A policy cannot replace the judgment of media personnel, but stating goals and indicating boundaries will assist them in choosing from a vast array of available materials.

The libraries/resource centers set as their major goals in selection: A) the advancement of knowledge; B) The education and enlightenment of the students and adults in the school community; C) The provision of recreational reading. Basic to the policy is the School Library Bill of Rights as approved by the American Association of School Librarians Board of Directors, Atlantic City, 1969. It says:

"The American Association of School Librarians reaffirms its belief in the Library Bill of Rights of the American Library Association. Media personnel are concerned with generating understanding of American freedoms through the development of informed and responsible citizens. To this end, the American Association of School Librarians asserts that the responsibility of the school library media center is:

To provide a comprehensive collection of instructional materials selected in compliance with basic written selection principles and to provide maximum accessibility to these materials.

To provide materials that will support the curriculum, taking into consideration the individual's needs, and the varied interest, abilities, socio-economic backgrounds, and maturity levels of the students served.

To provide materials for teachers and students that will encourage growth in knowledge, and that will develop literary, cultural and aesthetic appreciation and ethical standards.

To provide materials which reflect the ideas and beliefs of religious, social, political, historical, and ethnic groups and their contribution to the American and world heritage and culture, thereby enabling students to develop an intellectual integrity in forming judgments.

To provide a written statement, approved by local Board of Education of procedures for meeting the challenge of censorship of materials in school library media centers.

To provide qualified professional personnel to serve teachers and students."

## DEFINITIONS

The words media, library materials, or other synonyms as they may occur in the policy have the widest possible meaning; hence it is implicit in this policy that every form of permanent record is to be included whether printed or in manuscript; bound or unbound; photographed or otherwise reproduced. Also included are audiotapes, discs or otherwise; films and pictures in the forms of photographs, paintings, drawings, etchings, etc. Selection refers to the decision that must be made either to add a given item to the collection or to retain one already in it. It does not refer to reader guidance.

## RESPONSIBILITY FOR MEDIA SELECTION

The media specialist/librarian will work cooperatively with staff members to interpret and guide the application of the policy in making day-to-day selections; however, final responsibility for media selection lies with the media specialists/librarians.

## OBJECTIVES

To provide educational, informational and recreational materials. To support and supplement the curriculum.

To utilize the best selection aids so as to provide a balanced approach to controversial questions, a high standard of content, and style, up-to-date and varied materials.

The selection aids used-will include:

- Library Journal

- Library Journal Previews

- ALA Booklist

- AAAS Science Booklist, and Science Books

- Senior High School Catalog and Supplements

- Professional journals in specialized subject fields

- Reviews from popular magazines and newspapers only as they supplement more qualitative reviews.

Selection will not be made on the basis of any anticipated approval or disapproval, but solely on the merits of the work in relation to the collection, correlation with curriculum, and interests of students and teachers. Materials will not be marked to show approval or disapproval of the contents, and no cataloged book or other medium will be sequestered except to protect it from harm.

## PUBLIC SERVED

First emphasis will be placed upon materials for the student body, the teaching and administrative staff; secondly upon the total school staff, student-teachers and other instructional uses and personnel involved beyond the regular school day; thirdly upon making available to the wider community such resources not otherwise easily available to them, insofar as this does not place an undue burden upon the school.

## GIFTS

The library accepts gifts, but reserves the right to evaluate and dispose of them in accordance with the above criteria. Gifts which do not accord with the resource center objectives and policies may be refused. Unsolicited materials of a biased nature may be retained at the discretion of the media specialist/librarian.

## MAINTAINING THE COLLECTIONS

Media personnel are expected to use good judgment to remove from the collections whatever no longer serves a need, and to refurbish by rebinding or other means, materials which might suffer deterioration if not so cared for.

## POLICY REVISION

This policy will be revised as times and circumstances require.

The attached form is to be used in handling complaints concerning media materials in situations where informal discussion does not resolve the complaint. The complainant should be informed that the complaint will be investigated by the media specialist/librarian who will respond to the complaint within one week. If the complaint is not resolved, it will be forwarded to the following persons in this order: School Principal, Assistant superintendent, Superintendent, School Board (each will reply within one week from receipt).

Materials ordered by classroom teachers and other school personnel are not bound by this policy. However, it is suggested that the same form for complaints be used.

WARNED: May 16, 2008

APPROVED: June 4, 2008

Castleton/Hubbardton School District

CITIZEN'S REQUEST FOR RECONSIDERATION OF MEDIA MATERIAL  
CONFERENCE REPORT

Date\_\_\_\_\_

Author\_\_\_\_\_

Title\_\_\_\_\_

Publisher\_\_\_\_\_

Request initiated by\_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_Telephone\_\_\_\_\_

Complainant represents \_\_\_himself

\_\_\_group or organization

Identify\_\_\_\_\_

(If objection is to material other than a book, change words of the following questions so that they apply. If more space is needed for information, use space provided on the back of this form.)

1. Why do you object to this book?

2. To what specifically? (Cite pages, etc.)

3. Did you read the entire book?

If not, what parts?

4. What do you feel might be the result of reading this book?

5. What do you believe to be the theme of this book?

6. Are you aware of the judgment of this book by professional critics?

7. What review of this book have you seen?

8. Would you recommend this book for anyone?

If so, what age group?

9. Is there anything good about this book?

10. What would you like your library/school to do about this book?

\_\_\_\_\_do not assign/lend it to my child

\_\_\_\_\_withdraw it from all readers/students as well as my child

\_\_\_\_\_send it back to the staff selection official/English  
Department office for re-evaluation

11. In its place, what book of equal literary quality would you recommend that would convey as valuable a picture and perspective of the subject treated?

OR, what book do you believe should be added to the collection to counter-balance the viewpoints in this book?

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Signature of Complainant

## LIBRARY BILL OF RIGHTS

The Council of the American Library Association reaffirms its belief in the following basic policies which should govern the services of all libraries:

As a responsibility of library service, books and other reading matter selected should be chosen for values of interest, information and enlightenment of all the people of the community. In no case should any book be excluded because of the race or nationality or the political or religious views of the writer. There should be the fullest practicable provision of material presenting all points of view concerning the problems and issues of our times - international, national and local; and books or other reading matter of sound factual authority should not be prescribed or removed from library shelves because of partisan or doctrinal disapproval. Censorship of books, urged or practiced by volunteer arbiters of morals or political opinion or by organizations, that would establish a coercive concept of Americanism, must be challenged by libraries in maintenance of their responsibility to provide public information and enlightenment through the printed word. Libraries should enlist the cooperation of allied groups in the fields of science, or education, and of book publishing. In resisting all abridgment of the free access to ideas and full freedom of expression that are the tradition and heritage of Americans. The rights of an individual to the use of a library should not be denied or abridged because of his race, religion, national origins or political views. As an institution of education for democratic living, the library should welcome the use of its meeting rooms for socially useful and cultural activities and discussion of current public questions. Such meeting places should be available on equal terms to all groups in the community regardless of the beliefs and affiliations of their members.