

Oxbow Unified Union School District

CODE D31 Selecting Library Materials (Policy to Consider)

Date Warned: 11-20-19

Date Adopted: 02-19-20

Date Revised:

Date Reviewed:

Policy

It is the policy of the Oxbow Unified Union School District to provide students access to a wide variety of educational materials in individual classrooms and in the media center to support student learning.

Definitions

For the purpose of this policy:

1. **Media** include all materials considered part of the library collection, plus all instructional materials housed in resource centers and classrooms (if any) which are not text materials.
2. **Media Center** is the space, room or complex of rooms and spaces designated as a library, media center, instructional materials center, or similar term. It may include units not contiguous to the center where facilities so dictate. These units would include but not be limited to resource centers, production centers, and television studios.

Implementation

1. When selecting materials to be purchased for the media center, the media specialist will evaluate the existing collection and the school's (district's) curriculum needs and will consult reputable, professionally prepared selection aids and other appropriate sources.
2. Recommendations for purchase will be solicited from members of the faculty and student body.
3. Materials obtained either by purchase or gift shall be judged by the criteria set forth in the policy on the Selection of Instructional Materials and shall be accepted or rejected in accord with those criteria.
4. Selection is an ongoing process which shall include the removal of materials no longer appropriate and the replacement of lost and worn materials still of educational value.

Complaints related to the selection of library materials will be handled through the policy on Procedure for Handling Complaints.