

**REGULATION  
EVALUATION AND SELECTION  
OF LIBRARY/MEDIA MATERIALS**

School library materials shall be selected in accordance with the following principals.

1. Instructional materials shall be chosen on the basis of interest and teaching value for students, Material shall not be excluded because of race, nationality, religion or political views of the writer.
2. Where practical, materials shall be selected which present various points of view concerning contemporary problems and issues.
3. Books and other materials shall not be removed or banned solely because of partisan or doctrinal disapproval.
4. The following factors shall be considered in the selection of library materials:
  - a. Selections shall be made for, and in accordance with, the different maturity levels of the students.
  - b. Materials shall be selected which fill a need related to the curriculum and/or contribute to the development and enrichment of the students.
  - c. In the selection of library materials, professionally recognized reviewing tools such as standard catalogs shall be used. When possible, audiovisual materials shall be previewed before purchase or ordered with return privilege guaranteed.
  - d. The following specific criteria shall be considered:
    - The overall purpose of the material and how well that purpose is accomplished.
    - Reputation and significance of the author.
    - Timeliness and permanence of the material.
    - Importance of the subject matter to the collection.
    - Accuracy of the material.
    - Reputation and standards of the publisher or producer.
    - Readability and reader appeal.
    - Quality of writing and illustration.
    - Appearance of the title in material selection aids.
    - Price.
5. Nonfiction material dealing with subjects of criticism shall receive the same careful consideration as all other materials.....including
  - a. Religion - Factual unbiased materials, which represent all major religions, may be included in the library collection. Bibles and other sacred writings are acceptable. Publications from religious bodies may be selected if they have general value.
  - b. Science - Medical and scientific materials shall be made available.
6. Gift books and other materials shall be accepted with the understanding that they must meet the same selection criteria as materials purchased with school funds. Gift books and other materials become the property of the school.
7. Objections to materials should be made on the provided complaint form.

References: Guidelines for Reconsideration of Library Materials  
Library Bill of Rights  
Request for Reconsideration of Educational Material, American  
Association of School Librarians