

INSTRUCTION

Instructional Resources

Textbooks will be selected in the manner described in policy and procedure 2020 and 2020P. Materials to be included in a library/media center shall be selected as outlined.

Suggestions for Acquisition:

Suggestions may originate from students and teachers. Those suggestions are considered by the library/media staff member who weighs requests, evaluates materials and selects those which fulfill the needs of the instructional program.

Criteria for Selection:

Selection of materials is a continuous process. New materials become available daily. The factors to be employed in selection are:

- A. Needs of the school, curriculum and/or individual student. (The program should provide for a wide range of materials on appropriate levels of difficulty with a diversity of appeal and presentation of a variety of viewpoints);
- B. Artistic and literary quality;
- C. Reliability and breadth of information with particular concern for the contributions (current and historical) of both sexes and members of the several specific religious, ethnic, political and cultural groups;
- D. Accents on sex, profanity, obscenity subjected to a stern test of literary merit and reality; and
- E. Professional reviews. (The library/media staff member employs professional reviewing materials, the judgments of other professions – teachers and librarians – to aid in the selection process. Professional reviewing materials include:
 1. Current reviews - *Library Journal* and *School Library Journal*, *Booklist*, *Hornbook*, *English Journal*, *Choice* and other professional and commercial periodicals which review materials objectively.
 2. Published lists of appropriate materials - H.W. Wilson's *Children's Catalog*, *ALA Basic Book Collection* series, *Bowker's Best Books for Children*, *AAAS Science Book List for Young Adults*; materials suggested by the National Councils of Teachers of English and Social Studies; plus Washington Superintendent of Public Instruction *Books for School Libraries*; and other professional publications which evaluate material.)

Complaints or Concerns about Materials:

Complaints and/or concerns about the use and/or availability of specific materials should be directed to the principal.

Date: 11/22/04.