

MEDIA CENTER INSTRUCTIONAL MATERIALS SELECTION/REVIEW

DATES (Adopted/Revised)	GUIDE WORDS
Adopted February, 1984 Revised November, 2004	Censorship Complaint Curriculum Instructional Materials Library Materials

The Board of Trustees recognizes that an effective media center is an important and integral part of the educational program in each school. The primary purpose of the media center is to enhance and foster the learning process by providing instructional materials and services that support, implement and enrich the curriculum. All instructional materials selected for use of students through the media centers and classroom distribution shall be consistent with the district's mission, vision and learning goals within the scope of the curriculum as adopted by the Board of Trustees. (See Policies 2320 and 2322 for detail regarding functions of the Board and mission, vision and learning goals.)

DEFINITION

The term "instructional materials" means all materials designed for use by students and teachers as learning resources and which help students to acquire facts, skills, opinions, and to develop cognitive processes. Instructional materials may be print, non-print, district owned, rented or obtained without cost.

SELECTION PRINCIPLES

The selection of instructional materials shall implement the following objectives:

1. Provide a collection of materials which will implement, enrich, and support student learning within the scope of the curriculum adopted by the Board of Trustees.
2. Materials should encompass the varied abilities, socioeconomic backgrounds and maturity levels of students.
3. Materials should represent opposing sides of controversial issues without unreasonable propaganda or bias so that students may develop, under guidance, the practice of critical reading and thinking. In controversial subject areas, such as race, sex, politics and religion, the school media center is under no obligation to present materials which represent extreme points of view.

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4. Materials selected should represent the mission, vision and learning goals adopted by the Board of Trustees in carrying out the responsibility of helping students develop high standards of achievement and moral conduct.
5. Materials should provide a background of information which will enable students to make intelligent judgments which are within the generally accepted moral values of our community.
6. Materials should be representative of racial, religious, ethnic, and cultural groups, emphasizing their valuable contributions to American Heritage and be free from stereotyping.
7. Materials will be selected for values of interest and enlightenment within the scope of the curriculum.
8. The materials should stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
9. Consideration should be given to factual accuracy, authoritativeness, balance and integrity.
10. Media specialists, teachers, administrators, parents, and students where appropriate, may participate in the selection process.
11. Requests from students and instructional staff should be considered.
12. Selections shall reflect appropriate quantity and quality and be consistent with financial resources of the District.
13. The building media specialist, in consultation with the principal, is responsible for the selection of media center materials with each school. The principal is responsible for management of the process and the appointment of a building selection committee.
14. The administration will utilize procedures which enable lay citizens and professional staff to register their reactions and suggestions regarding individual instructional materials. However, the administration shall have the responsibility of making final selection where differences of opinion regarding certain instructional materials exist.