

The school library is the principal location for students to inquire, to study and evaluate, and to gain new maturity and understanding. This district is granted discretion to regulate education and has the authority to determine the initial selection of the library collection. However, the board also recognizes the students' First Amendment constitutional rights. It is the policy of this district that:

1. The district will maintain a comprehensive district-wide media program that will provide access to large and varied collections of materials;
2. *Selection of library materials will be made by school librarians, taking into account the needs of teachers and students, and will follow the accreditation standards and procedures set forth by the Idaho State Board of Education;*
3. *Gifts of materials, or funds for the media program, if accepted, will be used with no commitment regarding their use. Such materials will be evaluated by the librarian, using the same criteria as materials selected with school district funds. Final disposition of a gift is the responsibility of the librarian in accordance with the needs and best interest of the schools.*

SELECTION CRITERIA

1. *The authenticity will be reviewed, taking into account the accuracy and timeliness of the material. The qualifications of the author or producer will also be taken into account.*
2. *The appropriateness of the material will be reviewed regarding whether the medium is appropriate to the subject matter and whether the vocabulary, content, concepts, and themes are suited to the intended audience.*
3. *The context will be reviewed regarding whether the organization and presentation relate to the needs of the student and are helpful to the user.*
4. *The interest regarding the message contained and the ability to hold the attention of the user should also be taken into account.*
5. *The technical quality such as the format, audiovisual qualities, and ease of handling should be considered.*

The following procedure will be followed whenever this district's books, materials, or resources are questioned:

1. *An effort will be made to resolve the issue informally.*

2. *If an individual complaining of the books or materials wishes to file a formal complaint, he or she will fill out the appropriate forms.*
3. *The forms will be submitted to the principal and/or librarian for review by a media advisory committee selected by the building principal. The media advisory committee will consist of a teacher, the librarian, an administrator, a student, and a community member. The committee will review the complaint within ten (10) days of receipt.*
4. *The findings of the committee may be appealed within five (5) days of the issuance of its decision to the superintendent for his or her review.*
5. *The determination of the superintendent may be appealed to the board of trustees within five (5) days of the superintendent's decision.*

REMOVAL PROCEDURE

Any decision to remove a book, material, or resource from a school library will be content neutral, based on a legitimate exercise of control over pedagogical matters: neutrality will be demonstrated. Censorship based on the content of a book or resource is considered an extreme measure; prior to removing a book or resource from a school library, other less restrictive measures will be considered, such as placing the item in question on reserved or restricted status.

School staff will be informed of the removal of any book, material, or resource from the district's libraries or classrooms and will no longer use those items.



LEGAL REFERENCE:

Board of Educ., Island Trees, Etc. v. Pico, 102 S. Ct. 2799 (1982)

ADOPTED: August 10, 2005

AMENDED:

ATTACHMENT: Library and Resource Center Materials Comment/Complaint Form

**Language in text set forth in italics is optional.*

**LIBRARY AND RESOURCE CENTER MATERIALS
COMMENT/COMPLAINT FORM**

Please return this completed form to your building administrator.

Name _____ Date _____

Address _____ Phone _____

City _____ State _____ Zip _____

1. Resource on which you are commenting:

_____ Book

_____ Audiovisual Resource

_____ Magazine

_____ Content of Library Program

_____ Newspaper

_____ Other

Title _____

Author/Producer _____

2. What brought this title to your attention? _____

3. Please comment on the resource as a whole as well as being specific on those matters that concern you. (Use other side if needed.) _____

Optional:

4. What resource(s) do you suggest to provide additional information on the topic?

5. Additional Comments:

Recommendation by School Media Advisory Committee

NAME OF TEXT _____

EDITION _____

AUTHOR(S) _____

PUBLISHER _____

SCHOOLS _____

In review of the complaint filed on _____ by _____
(date) (name of person)

The committee by a vote of _____ to _____ recommends:

- A. retaining the material for use in its present location
- B. retaining the material for use on reserved or restricted status
- C. retaining the material under the following conditions:

- D. withdrawing the material from use

Rationale for recommendation:

Additional comments:

COMMITTEE SIGNATURES

DATE _____