

## **MATERIALS SELECTION AND MATERIALS RECONSIDERATION**

### Statement of Selection Policy

Instructional materials are selected by the Stanley Boyd School District to implement, enrich, and support the educational program for the student. Materials must serve both the breadth of the curriculum and the needs and interests of individual students. The district is obligated to provide for a wide range of abilities and to respect the diversity of many differing points of view. To this end, principles must be placed above personal opinion and reason above prejudice in the selection of materials of the highest quality and appropriateness.

### Criteria for Selection

All materials selected shall be consistent with the following stated principles of selection:

Materials will be selected that will:

- Enrich and support the curriculum and personal needs of the users, taking into consideration their varied interests, abilities, learning styles, and age levels.
- Provide a background of information which will enable pupils to make intelligent judgments in their daily lives.
- Provide opposing sides of controversial issues so that users may develop, under guidance, the practice of critical analysis.
- Be relevant to today's world and characterize daily life accurately.
- Reflect problems, aspirations, attitudes and ideals of our society.
- Represent artistic, historic and / or literary qualities.
- Contribute to the objectives of the instructional programs.
- Provide a stimulus to growth in creativity, factual knowledge, literary appreciation, aesthetic values and ethical standards.
- Realistically represent our pluralistic society and reflect the contributions made by the various sexual, racial, religious and ethnic groups in our community and our society in such a way as to build positive images with mutual understanding and respect.

The following principles shall be applied in the selection of all materials:

- A work shall not be excluded because of the race, nationality, political or religious views of the author or the style or language used.
- Inclusion of profanity or frank treatment of sex shall not automatically rule out instructional materials. Their presence, will, however, necessitate a serious evaluation of the merits – literary, quality, truth to life, relevance to the curriculum – that the works in question may possess.
- Instructional materials of sound factual authority shall not be proscribed for nor removed from media centers or classrooms because of partisan, doctrinal approval or disapproval.
- Material on religious subjects shall be available and should be factual, unbiased and broadly representative.
- Factual material shall be available concerning those ideologies which exert strong influence in government, favorable or unfavorable, education or any other phase of our common life.
- Outside materials such as free or rental audio-visual materials and teacher-owned material must meet the same criteria as purchased materials.
- Magazine subscriptions are reviewed annually. Periodicals are purchased because of their overall reputation and are not rejected because of an occasional article or illustration which may be offensive.

Procedures for Reconsideration of Materials

- The complainant shall submit the completed complaint form to the Principal of the school involved for consideration by the Principal, librarian, and school staff. Within five (5) working days after receipt of the complaint form the Principal shall reply in writing to the person filing the complaint as to the disposition of the complaint.
- If the complainant is not satisfied by the decision of the Principal, he/she may re-submit the complaint form within five (5) working days after receipt from the principal, to the District Administrator for consideration. The District Administrator shall respond to the complainant in writing within ten (10) working days.
- If the complainant is not satisfied with the decision of the District Administrator, he/she may submit the completed complaint form to the President of the Board of Education within five (5) working days after receipt of the written reply of the District Administrator. The complaint will be addressed at the next regularly scheduled Board Meeting within forty (40) days after the President of the Board receives the complaint.

Non-Discrimination

- The School district shall not discriminate in the selection and evaluation of instructional and library materials on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.

**CITIZEN'S REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City & State \_\_\_\_\_

Phone \_\_\_\_\_ Email (optional) \_\_\_\_\_

Do you represent self? \_\_\_\_\_ Organization? \_\_\_\_\_

Resource on which you are commenting:

\_\_\_\_ Book \_\_\_\_ Textbook \_\_\_\_ Video \_\_\_\_ Display \_\_\_\_ Magazine \_\_\_\_ Library Program

\_\_\_\_ Audio Recording \_\_\_\_ Newspaper \_\_\_\_ Electronic information/network (please specify)

\_\_\_\_\_ Other \_\_\_\_\_

Material Name or Title \_\_\_\_\_

Author/Producer \_\_\_\_\_

Please respond to the following questions to the best of your ability.

1. What brought this resource to your attention? \_\_\_\_\_

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2. Have you examined the entire resource? \_\_\_\_\_

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3. What concerns you about the resource? (use other side or additional pages if necessary)

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4. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

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Date of Adoption: August 10, 1982

Revised: August 4, 2011