

SELECTION OF LIBRARY MEDIA EDUCATIONAL MATERIALS

- A. In Wisconsin, each school district board shall PI 8.01(2)(h):
1. Have on file a written, long-range plan for library services development which has been formulated by teachers, library and audiovisual personnel and administrators, and approved by the school district board.
 2. Designate a licensed library media person to direct and coordinate the district's library media program.
 3. Provide library facilities within the school building and make available to all pupils a current, balanced collection of books, basic reference materials, texts, periodicals, and audiovisual materials which depicts in an accurate and unbiased way the cultural diversity and pluralistic nature of American society.
 4. Provide library media services to all pupils as follows: to pupils in grades kindergarten through 6, library media services which are performed by or under the direction of licensed library and audiovisual personnel; and to pupils in grades 7 through 12, library media services which are performed by licensed library and audiovisual personnel.
- B. Roles of school board members:
1. Individual board members, if contacted by a citizen relative to any library materials, will adhere to the district's policy and direct the citizen to contact the District Administrator and/or principal wherein the complaint lies so that the proper procedures are being followed.
 2. Board members as individuals should not institute any action relative to challenged library material.
- C. The selection of library materials is delegated to the professionally trained and certified library media specialist(s) employed by the school system. The responsibility for coordinating and maintaining qualitative standards in the selection process rests with the certified library media specialist(s). The school district and its employees will not discriminate in the selection and evaluation of 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. Discrimination complaints will be processed in accordance with established procedures (Wis. Stat. 118.13).

- D. The general criteria utilized in the library materials selection process are:
1. Library materials selections are appropriate for the age, social development and maturity of students.
 2. Library materials are selected to reflect a sensitivity to the achievements, needs, and rights of students, various ethnic groups, and other cultures without stereotype or bias.
 3. Library materials collections are representative of a wide range of subjects and topics reflecting the pluralistic nature of American society.
 4. Library materials are selected on all levels of difficulty with diverse appeal, and differing points of view.
 5. The selection of library materials on political theories and ideologies, religion, public issues, and on topics considered by some to be controversial is directed toward maintaining a balance representing various views.
 6. Library materials are judged as a whole taking into account the author's/producer's intent rather than focusing on single words, phrases, pictures of incidents taken out of context.
 7. The acquisition and use of library materials is consistent with the intent and published guidelines of the copyright law (Title 17, U.S. Code).
- E. Library material selection is an ongoing process which includes the removal of materials that no longer meet the selection criteria. Library books and other library materials will be retained or withdrawn with the same care with which they are added. The process of de-selection (weeding) is an integral part of assessing the collection and therefore should be conducted by or under the direction of a certified library media specialist. Library materials that are no longer factually accurate or useful, works in little demand, aged titles, and books in poor condition that do not warrant reordering will be removed to make space for more relevant, accurate, and in-demand library materials. Withdrawn materials will be transferred to another school if needed, donated where appropriate, or discarded when necessary. The final decision to withdraw library materials from the library media collection is one which is made by the certified library media specialist.
- F. District libraries recognize that from time to time there will be complaints or concerns about a specific title or type of library material selected or withdrawn from the collection. When a complaint is made, the district libraries will address it according to Administrative Guideline 362.2 - Selection of Library Materials ensuring that the complainant is heard and that

the fundamental principles of intellectual freedom are upheld. Every parent/guardian has the right to be involved in their child's library experience, they do not have the right to choose or refuse books for children that are not their own.

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CROSS-REFERENCE: Administrative Guideline 362.2 Selection of Library Media Educational Materials; Exhibit 1 Sample Letter Sent to Parents or Guardians; Exhibit 2 Request for Reconsideration of Educational Material Form

LEGAL REFERENCE: PI 8.01(2)(h); Wis. Stat. 118.13; Title 17, U.S. Code