

Provo City School District

Policy Series: 4000 Curriculum, Instruction, and Assessment



Policy No. 4021

School Library Media

School Library Media Inventories

The Board of Education recognizes it has broad discretion in managing and operating the schools of the District, including in selecting library materials, and it has delegated authority to district and school administration in this matter. The Board of Education also recognizes the importance of freedom of inquiry and study, the constitutional and First Amendment restrictions on the suppression of ideas, and that school libraries offer a place and opportunity for the exercise of intellectual freedom and the right to read, inquire, study, and evaluate outside of the setting of formal instruction. The Board of Education further recognizes that school libraries are different from public libraries in that they are not open to the public, primarily serve the school's students (who are minors), and are part of the instructional resources of the school. The Board has adopted this policy to serve and balance these interests while considering the values of the community

Access to Library Media Materials

Student access to library materials is based primarily on self-selection. Library staff and teachers are available to consult with students and with the parent or guardian of students to find appropriate materials but are not responsible for final selections of the student. If a student's parent/guardian wishes to restrict that student's access to any particular library item (a specific work or title), the parent/guardian may submit a written request to the school via F1: Request to Restrict Library Materials Access.

Selection of Library Media Materials

School library materials have been acquired over a long period of time. Current collection titles will annually be reviewed by the school library specialist, the school principal, and the district library specialist. New library materials shall be acquired by school library specialists, with the approval of the district library specialist. Pornographic materials shall not be selected for inclusion in school libraries. In selecting books for school libraries, staff consider the following factors:

- Relevance to core standards
- Consideration of teacher, parent, and student requests
- Favorable reviews and award winners/nominees from recognized book/library associations
- Potential appeal and interest
- Artistic quality and literary style
- Reputation and significance of author, producer, or publisher

- Uniqueness, diversity, and/or heritage of the state, region, or group
- Support of second language learners
- Support of special needs students
- Merit of the work as a whole

Removal of Library Media Materials

School library media specialists, under the guidance of a district library specialist, periodically remove library materials from the school library for the following reasons:

- Poor physical condition
- Lack of use/check-out by students
- Inclusion of inaccurate or dated information

In addition to the prior factors, library materials shall be removed from school libraries if they are deemed to contain sensitive material by a District Materials Review Committee, as outlined in Board Policy 4022 Sensitive Materials, Procedure 1.

Legal References

76-10-1203.1 (c) & US §1466A 2 (b)
 53G-10-103(1)(g)(i)
 R277-123-1
 R277-628-1

Synopses:

Legal definition of pornography
 Legal definition of sensitive materials in schools
 Rule for process for public reporting of violations
 Rule for management of school libraries