



SECTION III: INSTRUCTION

POLICY3105

MEDIA CENTER – SELECTION OF LIBRARY BOOKS

The board of education, which is responsible for all book purchases, recognizes the student's right of free access to many different types of books. The board also recognizes the right of teachers and administrators to select books and other materials in accord with current trends in education and to make them available in the schools. It is therefore the policy of this district to require the materials used in the school library media program, including print materials, nonprint materials, multimedia resources, equipment, and supplies, selected for our schools be in accord with the following:

1. Books and other reading matter shall be chosen for values and enlightenment of all students in the community. A book shall not be excluded because of the race, nationality, political or religious views of the writer or of its style and language.
2. Every effort will be made to provide materials that present all points of view concerning the problems and issues of our times, international, national, local and books or other reading matter of sound factual authority shall not be prescribed or removed from library shelves or classrooms because of partisan, doctrinal, approval or disapproval.
3. When acquiring books and other materials, the materials selected shall reflect the district's community standards for the population the library serves, and the materials shall be age-appropriate to the schools in which the materials are made available.
4. Books and other materials shall be selected in a manner ensuring that materials available to students are adequate in quantity and quality to meet the needs of students in all areas of the school library media program.
- *5. Censorship of books shall be challenged in order to maintain the school's responsibility to provide information and enlightenment.

*In accordance with number 3 above, the board has adopted the following policy for dealing with censorship of books and other materials:

- The final decision for controversial reading matter shall rest with the board of education after careful examination and discussion of the book or reading matter with school educators.
 - No parent or group of parents has the right to determine the reading matter for students other than their own children.
 - The board does, however, recognize the right of an individual parent to request that his or her child does not have to read a given book, provided a written request is made to the building principal or designee.
6. Any parent who wishes to request reconsideration of the use of any book in the school must make such a request in writing on forms available from the district. The statement must be signed and identified so that a reply may be given.



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7. A committee of two teachers and one librarian, appointed by the district designee, shall review the material and judge whether it conforms to the above stated principles, and submit its report in writing to the district designee.
8. If the matter cannot be resolved at this level, then the written criticism along with the district evaluation will be forwarded to the district's Instructional Department for disposition. The concerned parties will be notified of the final disposition in writing.
9. No library in the district shall have available to minor students any pornographic materials or sexualized content. Pornographic materials and sexualized content are defined as follows:

Pornographic means:

1. depictions or descriptions of sexual conduct which are patently offensive as found by the average person applying contemporary community standards, considering the youngest age of students with access to the material,
2. materials that, taken as a whole, have as the dominant theme an appeal to prurient interest in sex as found by the average person applying contemporary community standards, and
3. a reasonable person would find the material or performance taken as a whole, lacks serious literary, artistic, educational, political, or scientific purposes or value, considering the youngest ages of students with access to the material.

Sexualized content means material that is not strictly pornographic but otherwise contains excessive sexual material in light of the educational value of the material and in light of the youngest age of students with access to said material.

10. A student is not prohibited from reading, owning, possessing, or discussing any book they obtained without the assistance or encouragement of the district, its employees or its libraries. Nothing in this policy should be construed to authorize the bringing of pornographic material or sexualized content on the grounds of the district.
11. Annually every October 1st, the district shall transmit to the Oklahoma State Department of Education a complete listing of all books and other materials available in any school library in the district. An attestation from the Superintendent that a public online school library catalog(s) contains a complete and accurate list, along with the website for accessing the relevant school library catalog(s) shall fulfill this reporting requirement.
12. The district shall have a written policy for reviewing the educational suitability and age-appropriate nature of any material in a library in the district and for receiving and responding to complaints regarding materials in the libraries in the district.



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13. The parent/guardian of a student alleging a violation by the district regarding requirements pertaining to its library collection pursuant to the Oklahoma Administrative Code 210: 35-3-126(a), shall provide a written complaint to the Oklahoma State Department of Education summarizing the alleged violation.

Criteria for Media Center Selection

The following kinds of materials should be selected for the media centers:

- Materials containing integral information to support the instructional program;
- Materials presenting appropriate information for the reading level and understanding of students served by the media center;
- Materials reflecting the interests and needs of the students and faculty served by the media center;
- Materials presenting information designed to help students gain an awareness of our pluralistic society;
- Materials warranting inclusion because of their literary and/or artistic value and merit;
- Materials presenting information with the greatest degree of accuracy and clarity possible;
- Materials presenting a fair and unbiased presentation of information; and
- Material selected for maintaining a diverse collection of various points of view.
- Materials selected shall reflect the district's community standards for the population the library serves, and the materials shall be age-appropriate to the school in which the materials are made available.

Procedures for Selecting Library Media Materials

Professional personnel will consult and evaluate reputable selection aids and professional resources prior to selecting materials. Selection, however, is not limited to the listings in such resources. Proposed materials will be examined/evaluated to the extent necessary or practical to apply the District's selection criteria. Among the possible selection aids and professional resources to be consulted are:

- School Library Journal;
- Booklist;
- Horn Book;
- Library Media Connection;
- Children's Catalog;
- Junior High School Catalog;
- Senior High School Catalog;
- Reference Books for School Libraries;
- Elementary Library School Collection;
- Bulletin of the Center for Children's Books;
- Oklahoma Annual Textbook Requisition List; and
- Other special bibliographies, many of which have been prepared by educational organizations for particular subject matter areas.

Recommendations for the purchase of instructional materials may involve administrators, teachers, students, District personnel, parents/guardians, and/or community members as appropriate.



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Selection is an ongoing process that includes the removal of materials no longer appropriate and the replacement of lost and worn materials. Weeding (the removal of materials) is essential to maintaining a relevant collection. Materials considered for weeding should include the following:

- Materials in poor physical condition;
- Materials containing obsolete subject matter;
- Materials no longer needed to support the written curriculum or student/faculty interests;
- Materials superseded by more current information;
- Materials containing inaccurate information; and
- Materials with low circulation.

The selection of educational software may include administrators, teachers, media specialists, curriculum coordinators, students, and community members. The selection process for educational software shall include a review and a recommendation from the District's Technology Integration Specialist as to the usability of the software in relation to the District's current and future computer systems and hardware capabilities.

Reference: OKLA. STAT. tit. 70, § 11-201 OAC 210:35-3-126, OAC 210:35-3-127, OAC 210:35-3-121, et. seq.

Source: *Broken Arrow Board of Education policy adoption, November 6, 2023.*