

## **GUIDELINES FOR INSTRUCTIONAL/MEDIA MATERIALS' SELECTION**

### **Selection**

The Tioga High Schools will endeavor to provide the instructional/media resources deemed appropriate to achieve the goals and objectives of the instructional programs of the district.

By authority of the Board of Education, the responsibility for the selection of, library, and other basic instructional material, is primarily placed with the professional staff of the school system.

The policy established shall also include a procedure for handling complaints or challenges regarding instructional materials utilized in the school district.

All selection will be based on the following criteria:

1. Needs of the school
  - a. based on knowledge of the curriculum
  - b. based on requests from faculty and administrators
2. Needs of the individual student
  - a. based on the knowledge of student's and the required textual material
  - b. based on requests of students and parents
3. Provision of a wide range of materials on all levels of difficulty, with a diversity of appeal and the presentation of different points of view.
4. Provision of materials of high artistic quality
5. Provision of materials with superior format

It is the policy to select materials for school libraries in accordance with the following:

1. Materials that present the subject matter in the most effective manner consistent with the districts philosophy of education.
2. Materials that, whenever possible, promote pride, confidence, and trust in the democratic principles upon which our country is founded.
3. Materials that refrain from partisan presentation of issues.
4. Materials that are free from race, sex, religious, or age bias.
5. Materials that contribute to intelligent thinking. Ideas significant for society, which are data accurate, adequate, and stimulating.
6. Materials that appeal to students. Contents good for the age, group, interests, and experience of students.
7. Materials based on religion that are unbiased, factual, which inform rather than advocate and represent all major and selected minor religions should be included in the library collection.
8. Materials that include sex and profanity should be subject to a stern test of literary merit and reality by the administration, media specialist, and certified staff, who takes into consideration the reading public. While the library would not in any case include the sensational or over-dramatic, the fact of sexual incidents or profanity appearing should not automatically disqualify library materials. Rather the decision should be made on the basis of whether such material presents life in its true proportions, whether circumstances

are realistically dealt with, and whether the book is of literary value. Factual material of an educational nature on the level of the reading public should be included in the library collection.

9. Materials dealing with scientific and medical knowledge should be made available without any biased selection of facts.
10. Material need to reflect sensitivity to the needs, rights, traits, and aspirations of men and women.
11. Materials need to recognize the diverse contributions of various age groups and portray the continuing contributions of maturing members of society.

Interpreting these principles in selection of reading material more specifically, the following will apply:

1. It is the right and responsibility of teachers and librarians to select library materials which are carefully balanced to include various points of view on any controversial subject.
2. Materials, print and non-print, are selected to provide for the interests and needs of the school community and school program; they will be selected cooperatively by teachers, principals, librarians, and students when the situation arises.
3. Selection of library materials shall be assisted by the standard school library selection aids, physical examination, standard catalogs, and other reputable, unbiased, professionally prepared selection aids.
4. Two basic factors, truth and art, will be considered in the selection of books and other library materials. The first is factual accuracy, authoritativeness, balance and integrity. The second is a quality of stimulating presentation, imagination, vision, creativeness, style appropriate to the idea, vitality, and distinction.
5. Materials for the school library shall be examined to select those in which the presentation and the subject matter are suitable for the grade and interest level at which they are to be used. They will be considered in relation to both curriculum and to the personal interest of pupils and teachers.

**End of Tioga PSD #15 Policy GAAF.....Amended: November 15, 2016**