

**LIBRARY MATERIALS SELECTION/ADOPTION  
PROCEDURES**

The Board of Education shall hold library media coordinator and library staff responsible for the selection of all media materials. The selection of materials should rest with the professional staff and be consistent with the criteria for selection.

1. The needs of teachers and administrators in relation to the curriculum is very important. Since these trained persons are cognizant of the curriculum in the schools in which they work, any changes that are anticipated in offerings are discussed well in advance so that materials shall be ready when needed.
2. Needs of the students should be of equal importance, based upon knowledge of children and youth: reading level, interest level, authorship, bias, accuracy, literary value, style, balance, and format will be considered. It is imperative that students have all points of view concerning the issues of our times; both international, and local. It is the responsibility of librarians to select, without bias and prejudice, materials that will meet the needs of students.
3. Materials shall not be proscribed or removed from library shelves because of partisan or doctrinal disapproval. No materials shall be excluded because of race, nationality, political, or religious views of the writer.
4. Where possible, examination is the best method of selection; however, reputable, unbiased, professionally prepared selection aids should be consulted as guides. Reviews from the American Library Association, standard catalogs, learned journals in the fields of subject matter, signed reviews from newspapers, literary and educational periodicals, and other available sources may be used in the selection process.
5. Gifts of materials will be accepted only if the materials offered meet the criteria set forth for selection of materials in the Pattonville School District.

Adopted: February 23, 1982

Revised: February 26, 2002