

Storey County School District
Policy Manual

Adopted: _____

Revised: 10-23-02

Section: Instruction

Title: Selecting Checklist for District Library
Materials

Previous Policy Number: IIAC-1

Presented as below to School Board for Review on 8-8-2000, 5-08-02, 5-28-02

**SELECTING CHECKLIST
For
DISTRICT LIBRARY MATERIALS**

This checklist is designed to assist in the selection of library materials. it is to be used in conjunction with District Policy.

It is the intent of this regulation to provide guidance in the Selection process and to provide the professional librarian and other district staff involved in selection activities, with a framework for the decision making.

It is not required that each individual library material be checked against this list at the time of selection, merely that the professional staff of the district be aware of the various criteria available for the most effective selection. Individual acquisitions will be selected based on relevance and enhancement of the entire collection.

It is also understood that all materials may not meet each of the criteria listed below. The criteria contained in this regulation provide a framework for selection.

In the Selection of materials and estimating their ability to enhance the entire collection, the following questions need to be considered:

- _____ Does the material support the district's curricula
- _____ Does the material meet the needs expressed by staff / students
- _____ Does the material stimulate growth in factual knowledge
- _____ Does the material stimulate growth in literary appreciation
- _____ Does the material stimulate aesthetic knowledge and appreciation
- _____ Does the material stimulate knowledge and application of ethical principles
- _____ Are the materials age appropriate
- _____ Will the material be used to reach an audience for which it is targeted
- _____ Will the material assist students in making informed choices in their daily lives
- _____ Does the material enhance the collection's ability to present opposing points of view, including those which may be stereotypical or biased
- _____ Will use of the material encourage students to think and read critically
- _____ Will the material replace worn or outdated materials
- _____ Will the material add to the educational significance of the materials owned by the district