Book

District Policies - Jeffco Public Schools

Section

I: Instruction

Title

Library Materials Selection and Adoption

Code

IJL

Status

Active

Adopted

June 26, 1997

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December 12, 2011

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November 18, 2013

The selection of resources for the school library collection is a process that includes continuous review of district curriculum and content standards, student needs, ongoing review of the many resources available in the marketplace, and periodic assessment of the changing nature of digital resources. Recommendations from students, staff, curriculum content specialist teams, and citizens shall be sought and considered for purchase.  
  
School library information resources shall include print and digital materials and include ownership of actual physical resources as well as subscription to/contract with digital resource providers.  
  
The teacher librarian, along with district personnel, using established criteria, have shared authority for selecting and weeding library materials. The selections by the teacher librarian and/or district personnel shall in no way limit the Board's discretion in resolving a challenge to the resource.  
  
**Selection Criteria for School Library Resources**  
  
Resources shall be appropriate for the range of emotional development, ability level, learning styles, and social development of the students.  
  
Resources shall be integral to the district's instructional programs and shall support and be consistent with the district vision, Curriculum Alignment Project (CAP), and content standards.  
  
Assessment of the quality of each resource shall be based on its scope, alignment with CAP, arrangement and organization, accuracy, authority, intended audience, relevance and timeliness of information, special features, physical qualities, and overall value to the collection.  
School library resources shall provide a diversity of appeal and points of view.  
  
**Review Tools Used to Select School Library Resources**

1. Elementary and Secondary Reviewed Books List prepared by both the Elementary Secondary Reviewed Books Review Team which:

* Consists of a chairperson and a group of diverse teacher librarians from across the district.
* Reviews, on a regular basis, publishers' samples of new resources.
* Reviews, on a regular basis, resources provided by our primary book vendor.
* Provides an opportunity through the Jefferson County Public Library website for citizen input on the list books prior to Board approval.
* Provides a list of recommended books annually for approval by the Board.
* Shares books on the reviewed book lists, either electronically or via display for consideration for purchase by the libraries for which the resource is recommended.

        2. Professional journal reviews/recommended lists.

        3. Recommendations from teacher librarians and district personnel.

      4. Award lists.

Donated materials will be accepted or declined for s school library collection subject to the criteria listed in this policy and Public Gifts/Donations Policy KCD. The teacher librarian, along with district personnel, have shared authority for weeding and discarding of materials from a school library collection using the criteria in this policy, authoritative weeding methods, and the instructional resources and materials selection, adoption, removal, and Disposal Policy IJ-R.

**CROSS REFERENCE:**  
  
[**IJ, Instructional Resources and Materials Selection, Adoption and Disposal**](http://www.boarddocs.com/co/jeffco/board.nsf/goto?open&id=87CU545E490A)  
[**KEC, Public Concerns/Complaints About Instructional Resources**](http://www.boarddocs.com/co/jeffco/Board.nsf/goto?open&id=87CU7P5E4DC9)

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