

1. Mission Statement

The District has a library media center (LMC) in every school with the primary objective of implementing and supporting the educational program in the schools and facilitating the development of skills necessary to become lifelong learners in an information-rich society. Library media programs strive to be fully integrated into the curriculum, serving each school's educational goals and objectives by providing access to information, to recreational reading materials and by addressing the professional needs for students, teachers and staff.

2. Purpose of Policy

The Board of Education recognizes that library media programs must be an integral part of the curriculum and are vital to the total district description of a quality education. The purpose of this policy is to ensure a quality collection is available for use by all patrons. This policy guides library media specialists (LMS) in the selection of materials and equipment and in the management of the library media center.

3. Community User Groups Defined

Our school community consists of students in grades K through 12, as well as the district pre-school, administrators, teachers, specialists, guidance counselors, nurse, staff, and parents. Community members may be allowed use of library materials at the discretion of the LMS with the understanding that such access shall not interfere with regular school use of those materials and services.

4. Description of Library Materials

All of the library materials contained in an LMC comprise the LMC collection. Each of the collections will provide resources to support the school's curriculum and patron's recreational reading needs. Library collections will maintain a variety of appropriate formats.

5. Interlibrary Loan

Park High School Library Media Center uses Interlibrary Loan services to meet informational needs of patrons not fulfilled by local library media center resources.

6. Selection of Library Materials

Selection of library materials is a professional task conducted by library staff. In selecting library materials, the LMS will constantly evaluate the existing collection, assess the curricular and recreational needs of patrons, examine materials, and consult reputable, professionally prepared selection aids as described in procedure. These selections must provide for a wide range of materials in a variety of formats, on appropriate reading levels, with diversity of appeal and the presentation of a variety of viewpoints.

The policy incorporates by reference the following documents governing selection of LMC materials and operation of the LMC: the current Library Bill of Rights, Expurgation of Library Materials, Access to Resources and Services in the School Library Media Program, Students Right to Read, and Freedom to Read. Criteria for selection of materials are defined in procedure.

7. Gifts

Gifts to the library media centers will be accepted with the understanding that the donated materials will be used at the discretion of the LMS. Materials to be included in the collections will meet selection criteria.

8. Collection Maintenance

When materials no longer meet criteria for selection they may be removed at the discretion of the LMS. Materials removed from the LMC will be disposed of in accordance with MCA 20-6-604.

9. Confidentiality

The Livingston School Board recognizes the right to privacy of all library users as provided by Montana law. Information that identifies specific patrons with specific materials is confidential and will not be disclosed except by court order or by written permission of the patron.

10. Questioned or Challenged Material

The Livingston School Board recognizes the right of students to free access to many different materials. The Board also recognizes the right of librarians to select materials in accordance with the adopted curriculum, current trends in education, and student and staff needs, and to make them available in school libraries. Therefore, materials will be chosen for value of interest and enlightenment of all students in the school community. No resource will be excluded because of the race, sexual orientation, nationality, political, or religious values of the writer nor of the material's style and language. Every effort will be made to provide materials that present all points of view concerning the international, national, and local problems and issues of our times. Materials of sound factual authority will not be removed from LMC shelves because of partisan doctrinal approval or disapproval.

The Livingston School Board discourages censorship of books and other materials. It does this in an effort to maintain the school's responsibility to provide information and enlightenment. Accordingly, the Board will deal with the questioning and challenging of materials as follows:

- The Board recognizes the right of an individual parent or guardian to request that his or her child not have to read a given book, or view a particular media work.
- Any parent or guardian of a student enrolled in Livingston School District 1 or 4, or any resident of Livingston School Districts 1 or 4 may request reconsideration of any book or resource in the school library.
- The LMS and the principal will inform each other of any complaints received. If, after a discussion with the LMS, the complainant wishes to pursue reconsideration of the material in question, the LMS will provide the "Request for Reconsideration of Library Media Center Materials" form (see attachment A of Procedure 2310P) and the reconsideration procedure will be initiated. (see Procedure 2310P, "Livingston School District Libraries' Procedure for Reconsideration of Library Materials").

- No challenged library media materials will be removed without completion of the “Livingston School District Libraries’ Procedure for Reconsideration of Library Materials.”

Cross Reference: 2314 Learning Materials Review
1700 Uniform Complaint Procedure

Legal Reference: § 20-4-402(5), MCA Duties of district superintendent or county high school principal
§ 20-7-203, MCA Trustees’ policies for school library
§ 20-7-204, MCA School library book selection

Policy History:

Adopted on: May 24, 2005

Revised on: