

**Library Materials**  
**Loans**

School District students and staff are provided school library and classroom library books primarily for their use. Students and staff may check out library books. Individuals that check out books are responsible for the care and timely return of those materials. The Principal may assess fines for damaged or unreturned books.

School District residents or parents/guardians of non-resident students attending Dayton School may be allowed use of library books. However, such access shall not interfere with regular school use of those books. The intent of allowing public access to library books is for parents/guardians to share a reading/learning experience with their children. Use of the library books outside of the District is prohibited except for inter-library loan agreements with other libraries.

**Selection of Library Materials**

The District libraries' primary objective is implementing and supporting the educational program in the schools. It is the objective of these libraries to provide a wide range of materials on all appropriate levels of difficulty, with diversity of appeal and the presentation of different points of view.

Every child has the right to a variety of learning materials to broaden interests and experiences and to stimulate mental growth. The well-administered school library is the most effective and economical way to provide each child with exploratory experiences, reading guidance, instruction in the use of a variety of materials and curriculum enrichment.

The provision of a wide variety of library materials at all reading levels supports the District's basic principle that the school in a free society assists all students to develop their talents fully so that they become capable of contributing to the further good of that society.

In support of these objectives, the Board reaffirms the principles of intellectual freedom inherent in the First Amendment of the Constitution of the United States and expressed in the School Library Bill of Rights, endorsed by the American Association of School Librarians in 1969.

Ultimate responsibility for the selection of library materials rests with the Board. However, the Board delegates this responsibility to the Principal.

The selection of library material is a professional task conducted by the library staff. The selection should be based on:

1. Needs of the curriculum and requests from administrators and teachers.
2. Needs of individual students and requests by parents and students.
3. Provision of a wide range of materials at all levels of difficulty, with a diversity of appeal and presentation of different points of view.
4. Provision of materials that are accurate and objective.
5. Provision of materials that are relevant to today's world.
6. Provision of materials that represent artistic, historic and literary qualities.
7. Provision of materials appropriate for the age maturity level of the students using the libraries.

In selecting library materials, the librarian will evaluate the existing collection; assess curriculum needs; examine materials and consult reputable, professionally prepared selection aids.

### Weeding

When materials no longer meet the criteria for selection, they shall be weeded. Weeding is a necessary aspect of selection, since every library will contain works which may have answered a need at the time of acquisition, but which, with the passage of time, have become obsolete, dated, unappealing, or worn out.

Discarded materials will be clearly stamped:  
"WITHDRAWAL FROM DAYTON LIBRARY"

Materials will be discarded in compliance with state law.

### Gifts

Gift materials may be accepted with the understanding that they must meet criteria set for material selection.

Cross Reference: 2314 Learning Materials Review

Legal Reference: § 20-7-203, MCA Trustees' policies for school library  
§ 20-7-404, MCA School library book selection

Policy History:  
Adopted on: 2008-09  
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