

**LIBRARY MATERIALS SELECTION AND ADOPTION**

- I. Library books approved for assigned reading should be books meeting acceptable standards as follows:
  - A. To provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the pupils served.
  - B. To provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
  - C. To provide a background of information which will enable pupils to make intelligent judgments in their daily life.
  - D. To provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.
  - E. To provide materials representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
  - F. To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the uses of the library.
  
- II. Criteria for Selection (Print and Non-Print)
  - A. Need and value to the existing collection
  - B. Potential user appeal
  - C. Accuracy and authority - authors vocation or avocation, research materials and documents used
  - D. Lack of bias, prejudice, distortion - maintenance of objectivity
  - E. Good literary quality - clarity, readability, conciseness
  - F. Scope - as stated, limited, complete

- G. Minority groups - factual, accurate, encompassing
- H. Sexism - egalitarian, realistic
- I. Sex - scientific, relevant, authoritative
- J. Aids to use of books - indexes, informative or explanatory, illustrations, glossary, bibliographies
- K. Quality format - paper, print, margins, binding
- L. Value commensurate with cost

III. You should place your book order from recognized lists such as the Standard Catalog for High School Libraries, Book List, School Library Journal, The Children's Catalog or the list of The Junior Literary Guild.

IV. From time to time parents and "friends of the school" donate books. These, too, should be rejected if they do not meet the same standards.