

## **SCHOOL LIBRARIES/MEDIA CENTER**

School libraries/media centers shall be organized as resource centers of instructional materials for the entire educational program. The role of the library/media specialist shall be to provide printed materials and digital resources that will support the curriculum, taking into consideration the individual needs, the varied interests, abilities, socio-economic backgrounds, and maturity levels of the students served. The number and kind of library and reference books, newspapers, periodicals, pamphlets, information files, audio-visual materials, computer resources, and other learning aids shall be adequate to meet the needs of the student body and the staff. The selection of these library/media resources should be guided by reliable selection aids, recommendations from the administrative staff, teachers, and students of each school.

**SOURCE:** Board of Education Minutes

**DATE:** February 22, 1988 – April 1, 2002 – July 02, 2007 – February 23, 2015 –  
December 4, 2023

**Checkout by Non-Enrolled Students or Adults**

1. Materials may be checked out for two weeks. To be kept longer, the borrower is required to bring in the materials to be renewed for one addition two-week period.
2. Materials may only be checked out during school hours and when the library media specialist does not have a class.
3. Borrowers are responsible for returning materials in the same condition as when they were checked out. Borrowers will be charged the cost of a new copy of the same title if materials are lost or damaged beyond use.
4. Check out will require signature and contact information on a form indicating acceptance of the procedures.
5. If the non-enrolled student or adult wishes to borrow from more than one school, the form will have to be signed at each school at check out.

I understand the above procedures and agree to abide by them.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Mailing Address : \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Driver's License Number \_\_\_\_\_ State \_\_\_\_\_



School Name: \_\_\_\_\_

Library Media Specialist: \_\_\_\_\_

Date: \_\_\_\_\_

**HARDY COUNTY SCHOOLS  
REQUEST FOR RECONSIDERATION OF  
SCHOOL LIBRARY MATERIALS**

**Date** \_\_\_\_\_

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Complainant represents: ( ) Self ( ) Organization or Group, name please** \_\_\_\_\_

**MATERIAL FOR RECONSIDERATION**

**Title** \_\_\_\_\_

**Author** \_\_\_\_\_

**Publisher** \_\_\_\_\_ **Copyright Date** \_\_\_\_\_

**Type of Material** \_\_\_\_\_

- 1. What brought this title to your attention?**
  
- 2. Have you been able to discuss this work with the library media specialist and/or principal?**
  
- 3. Have you read the title in its entirety?**
  
- 4. To what in the material do you object? Please be specific.**
  
- 5. In what way do you think a work of this nature is not suitable in a learning situation at this level?**

**6. What do you feel might be the result of exposure to this material?**

**7. Do you feel there is any value in this material?**

**8. Are you aware of the judgment of this work by reviewers or critics?**

**9. Do you have other comments concerning this request?**

**Signature of Complainant** \_\_\_\_\_

**Date** \_\_\_\_\_

**Please return this completed form to the principal from whom you received it.**