

Selection & Reconsideration Policy for Barrington Public School Libraries

Library Mission

The Barrington Public Schools (BPS) Library's mission is to engage the school community by nurturing lifelong readers, designing opportunities for research-based learning, collaborating with colleagues across the curriculum, developing curated resources, and providing flexible learning environments.

Support for Intellectual Freedom

The BPS school libraries are guided by the principles outlined in the [Library Bill of Rights](#) and its interpretative statements, including "[Access to Resources and Services in the School Library Program](#)," "[Diverse Collections](#)," and [The Students' Right to Read Statement](#) of the National Council of Teachers of English.

Intellectual freedom provides free access to varying expressions of ideas through which a question, cause, or movement may be explored. Our libraries serve as a point of voluntary access to information and ideas and a learning laboratory for students as they acquire the critical thinking and problem-solving skills needed in a pluralistic society.

Public, K-12, and higher education library services and resources nurture and sustain personal development, individual interests, and recreational needs of our diverse community of students and faculty. Library workers have a professional and ethical responsibility to be fair and just in defending the library user's right to read, view, or listen to content protected by the First Amendment, regardless of the creator's viewpoint or personal history. Materials should not be excluded because of the origin, background, or views of those contributing to their creation. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

Objectives

- To provide faculty, staff, and students materials that enrich and support the curriculum and meet their needs;
- To provide students a wide range of educational materials on all levels of difficulty and in a variety of formats, with a diversity of appeal, allowing for the presentation of many different points of view and lived experiences;
- To select materials that present multiple viewpoints of all issues, including controversial ones, giving students an opportunity to develop analytical skills resulting in informed decisions;
- To select materials in all formats, including up-to-date, high quality, varied literature to develop and strengthen a love of reading.

Responsibility for Selection in the School Library

The School Committee delegates the authority and responsibility for selecting library materials in all formats to the Superintendent. The selection process is a collaborative effort involving administrators, faculty, students, and community members. The responsibility for actual selection and deselection rests with the certified School Library Media Specialist using the School Committee's adopted selection criteria and procedures and approved by the District administration outlined below.

Library Selection Criteria

Selected resources will:

- A. Support and enrich the curriculum and/or students' interests and learning.
- B. Meet high standards in literary, artistic, and aesthetic quality; technical aspects; and physical format. Resources that include sexual, violent, vulgar, and/or profane content should be subject to stern tests of literary and artistic merit and reality. Librarians will consider the age and grade level of the students who would use them. Such content does not automatically disqualify resources for use. Rather, the decision should be based on whether the resource is of literary and artistic value and whether it upgrades human dignity.
- C. Fall under the standard of educational suitability for the subject area and the age, emotional development, ability level, learning styles, and social, emotional, and intellectual development of the students for whom the materials are selected.
- D. Incorporate accurate and authentic factual content from credible and authoritative sources.
- E. Earn favorable reviews in professional library journals and/or favorable recommendations based on examination of materials by the professionally trained and certified School Library Media Specialist.
- F. Exhibit a high degree of potential user appeal and interest.
- G. Duplicate copies of extensively used material.
- H. Replace worn, damaged, or missing materials.
- I. Contribute to the variety of viewpoints on all issues, including controversial ones. Materials on opposing viewpoints on controversial issues, reviewed through the use of credible and authoritative selection aides (such as ALA's top five recommended School Library reviewing sources), are provided to enable students to develop necessary critical thinking skills, be discriminant users of information, and be productive members of society.
- J. Provide a global perspective and promote diversity by including materials by authors and illustrators of all cultures.
- K. Include a variety of resources in physical and virtual formats, including print, non-print, electronic and multimedia (including subscription databases and other online products, e-books, educational games, and other forms of emerging technologies).
- L. Demonstrate physical format, appearance, and durability suitable to their intended use.
- M. Balance cost with patron needs.

Selection of Diverse Resources:

BPS School Library collections are developed to include diverse materials reflecting a full range of viewpoints and experiences. School Library Media Specialists proactively seek to include abundant resources and programming representing the greatest possible diversity of genres, ideas, and expressions. These include, but are not limited to, representations of varied family structure, socioeconomic status, culture, ethnicity, gender, race, language, age, disability, sex, sexual orientation, partisan ideology, economic theory, social philosophy, and religious affiliation. BPS School Library Media Specialists consider alternative, small press, independent, and self-published content in various formats. We also work with our families and students to understand their needs.

Requirements for the Development of a Diverse Library Collection:

- A. seeking content created by and representative of marginalized and underrepresented groups;

- B. considering resources from self-published, independent, small, and local producers;
- C. evaluating how diverse collection resources are cataloged, labeled, and displayed;
- D. including content in the languages used in the community that the library serves, when possible;
- E. selecting content in multiple formats; and
- F. providing resources in formats that meet the needs of users with disabilities.

Library Acquisitions Procedures

- A. The School Library Media Specialist will evaluate the needs of the individual school library based on an examination of the existing collection, knowledge of the curriculum, and consideration of the needs and interests of faculty and students.
- B. In selecting library resources, professional personnel will evaluate available resources and curriculum needs and consult reputable, professionally prepared aids for selecting and other appropriate sources, using resources such as Association for Library Service to Children (ALSC) Notable Children's Books, Booklist; School Library Journal, We Need Diverse Books website, and Young Adult Library Services Association (YALSA) Best Books for Young Adults.
- C. The professionally trained and certified School Library Media Specialist will examine and evaluate the resource when reviews are unavailable for a resource important to collection development.
- D. Gifts and donations must be approved by the School Committee and follow the criteria outlined within this policy. Gifts and donations, like purchased resources, will be removed from the collection at the end of their useful life.
- E. Selection is an ongoing process that includes removing materials that are no longer used or needed, adding materials, and replacing lost and worn materials that still have educational or recreational value.

Library Collection Maintenance and Weeding

Professional library staff will develop a collection maintenance plan and periodically review the library collection to determine which materials should be removed or replaced.

Criteria for the Deselection of Library Materials

Content that

- A. is misleading or factually inaccurate
- B. contains stereotyping or contributes to stereotyping and or negative stigma
- C.
- D. is worn and beyond mending or rebinding
- E. is superseded by a new edition or much better resource
- F. is obsolete and of no discernible literary or scientific merit and of limited interest at some time in the past
- G. is not relevant to the curriculum or school supported extracurricular activities
- H. has not circulated for an extended period of time.

Procedures for the Deselection and Disposal of Instructional Materials

- A. In deselecting instructional resources, School Library Media Specialists will evaluate resources and curriculum needs. They will adhere to the above criteria in consultation with the Assistant Superintendent for Curriculum and Instruction.
- B. All deselected items will be marked as discarded.

- C. Deselected materials shall be donated to students and the community, recycled, or destroyed as appropriate.

Library Reconsideration

Despite the careful selection of library resources and the qualification of those involved in the selection process, objections to library resources may occur. A decision to sustain a challenge shall not be interpreted as a judgment of irresponsibility on the part of the professionals involved in the original selection or use of the material.

Any resident, parent/guardian, employee, or student of the school district may express an informal concern or formal request for reconsideration of a library resource.

Whether during an informal complaint or a formal reconsideration of a library resource, School Library Media Specialists and administrators will be guided by the following principles:

- When library resources are reconsidered, the principles of the freedom to read, listen, and view are the priority in the reconsideration process.
- Parents or guardians have the right to guide their children's reading, viewing, and listening. However, the same right is extended to other parents/guardians.
- A questioned item will be considered entirely, not judged solely on portions taken out of context.
- Questioned items will remain in circulation during the reconsideration process.
- The criteria and procedures enumerated in the Selection & Reconsideration Policy for Barrington Public School Libraries will be applied.
- The popularity of the work among students and the length of time that the school has been using the book will be considered.

Persons who challenge print or digital library resources should state their concerns to the School Library Media Specialist or Principal. The School Library Media Specialist or Principal will attempt to resolve the issue with an informal discussion.

As part of the discussion, the School Library Media Specialist and/or Principal will explain the library's selection policy, selection criteria, collection diversity with resources from many points of view, and the selection process for the school's span of grades and ages.

If the complaint is not resolved informally, the complainant may formally request reconsideration.

1. The complainant will receive the Selection & Reconsideration Policy for Barrington Public School Libraries.
2. The complainant will complete and submit the Citizen's Request for Reconsideration of Library Resources form to the Principal within ten business days.
3. If a completed reconsideration form is not submitted within ten business days, the matter is considered closed.
4. Upon receipt of the form, the Principal should notify and provide a copy of the reconsideration form to the Superintendent, Library Department Head, and the School Library Media Specialist.
5. The Principal will schedule a formal reconsideration meeting with a Central Office Administrator as appointed by the Superintendent, Library Department Head, and the School Library Media Specialist within 15 school days after receiving the written request for reconsideration.
6. The written decision following the decision shall be presented to the complainant and the superintendent of schools within five school days after the decision is made.
7. If the complainant requests an appeal to the School Committee, they will notify the superintendent. The superintendent will forward that information to the School Committee. A

decision on the complaint will be made at the next regular or special meeting within 30 days of the written request to the Superintendent. The School Committee reserves the right to use outside expertise to help with decision-making. The School Committee's decision will be final, and the superintendent will implement the decision.

If the challenged library resource is retained, the district will not convene a reconsideration committee relative to the same complaint for a period of five years.

First Read 10/12/2023

Approved 10/19/2023

Barrington Public Schools
Citizen's Request for Reconsideration of Library Resources

Name (print)	
Date	
Address	
Email	
Telephone Number	
Group affiliation if any	
Resource on which you are commenting	<ul style="list-style-type: none">● Book● eBook● Online subscription resource (subscription database, online textbook, etc.)● Periodical (magazine or newspaper)● Other:
Title	
Author	
What brought this resource to your attention?	
Have you read or viewed the resource in its entirety?	
What specific concerns do you have about the resource? (use other side or additional pages if necessary)	
Do you believe that there is any value in this material?	

Signature of Complainant
