



CITY SCHOOL DISTRICT OF ALBANY LIBRARY RESOURCE SELECTION POLICY

The Board of Education sanctions the selection of all school materials. It delegates the responsibility for the selection of library resources to the district's certified school library media specialists.

Library resources are defined as materials that enrich and support the curriculum and meet the information needs of students and staff. These resources are available in a variety of formats, e.g. books, videos, CD-ROM, online databases, etc.

The board recognizes the right of students to access a wide variety of materials, including those that may be controversial, and the right of parents to determine that individual materials in the school library collection may not be appropriate for their child. A parental request that specific materials not be given to their child should be honored. Such requests should not affect the availability of such materials to other students nor negatively impact the student whose parent has requested restricted access for their child.

The board directs the superintendent to develop continuing guidelines or regulations consistent with this policy and recommendations of the State Education Department for the selection of library resources and for the review of challenged library resources.

Textbook Selection

The Board of Education sanctions the selection of all school textbooks. Responsibility for the selection of textbooks is delegated to the superintendent with the understanding that the superintendent will seek recommendations from the professional staff.

Textbooks are defined as any book or book substitute including workbooks and manuals which a pupil is required to use as a text, or text substitute, in a particular class or program in the school legally attended.

Approved textbooks should be reviewed on a scheduled basis using a process and criterion established by the Assistant Superintendent for Instruction.

When it is necessary to select a new text, the staff affected by the selection should be consulted. A selection procedure should be established by the Assistant Superintendent for Instruction. The criteria established by the State Education Department for the selection of textbooks should be considered by staff members involved in the selection process and supplemented by district criteria.

Instructional Materials Selection

The Board of Education recognizes that textbooks will not satisfy all curricular needs. To ensure that district students are given a full opportunity for comprehensive educational program based upon free inquiry, instructional materials may be needed.

Instructional materials are defined as any resource other than textbooks used in the classroom for instruction.

The selection of all district materials shall be made by the appropriate certified instructional personnel, under the coordination of the Assistant Superintendent for Instruction, who shall recommend such materials to the superintendent of schools for submission to the board for its approval.

The Board of Education authorizes the superintendent to establish any and all rules, regulations and procedures necessary to implement and maintain this policy.