

Instruction

Library Media Centers

The Governing Board recognizes that school library media centers play a vital role in education by providing access to a variety of informational resources. The Board desires to provide comprehensive library media centers with up-to-date books, reference materials, and electronic information resources necessary to support a high-quality instructional program and enhance the in-service training of staff. The Board encourages classroom teachers and library media teachers to collaborate in developing resource-based learning activities that promote advanced thinking skills and enable students to become independent learners.

School libraries shall be open for use by students and teachers during the school day. (Education Code [18103](#))

The Board expects school library media centers to nurture intellectual growth by providing:

- 1) Materials that take into consideration students' varied interests, abilities, maturity levels, and learning styles.
- 2) Materials that foster knowledge, literary appreciation, aesthetic values, and ethical standards.
- 3) Information that enables students to make intelligent judgments in their daily lives and learn, with guidance, how to analyze and think critically about what they read.
- 4) Materials that realistically depict our pluralistic society and reflect the contributions of its various religious, ethnic, and cultural groups.
5. Library instruction to students that enables them to become proficient users of library resources
6. Information to teachers and administrators concerning sources and availability of instructional materials that will aid in the development of school curriculum, and, in cooperation with classroom teachers, the development of instructional units and activities using library resources
7. Assistance to teachers and students in the evaluation, selection, production, and uses of instructional materials
8. A collection of materials and resources that support the curriculum and are appropriate for user needs
9. Assistance to teachers, administrators, and other school staff members in becoming knowledgeable about appropriate uses of library media services, materials, and equipment

The Superintendent or designee shall develop procedures for the selection and evaluation of library materials. The Board encourages students and staff to request materials which they would like added to library media center collections.

Library Plans

Whenever a school receives state funding for school and library improvement pursuant to Education Code [41570-41573](#), the school site council shall develop a single plan for student achievement which incorporates a district wide plan for school libraries. (Education Code [41572](#))

Selection and Evaluation of School Library Materials

Responsibility for the selection of library materials is delegated to the professional library staff through the principal. School library staff shall evaluate materials, using professional selection aids and standards, in accordance with law, Board policy, and administrative regulation. The selection process shall invite recommendations from administrators, teachers, other staff, parents/guardians, and students as appropriate.

Library materials should be continually evaluated in relation to evolving curricula, new formats of materials, new instructional methods, and the needs of students and teachers. Materials that contain obsolete subject matter or are no longer appropriate shall be removed, and lost or worn materials may be replaced if possible.

Complaints regarding the appropriateness of library materials shall be addressed using the district's procedures for complaints regarding instructional materials.

Fees

Students shall be allowed to borrow school library materials at no charge for use in the library and classrooms as well as out of school. (5 CCR [16042](#))

Reports

The district shall, on or before August 31 each year, report to the California Department of Education on the condition of school libraries for the preceding year ending June 30. (Education Code [18122](#))

Legal Reference:

EDUCATION CODE

[1703](#) Coordination of district library services by county superintendent

[1770-1775](#) Provision of library services by county superintendent

[18100-18203](#) School libraries

[18300-18571](#) Union high school district/unified school district library district

[19335-19336](#) Reading Initiative Program; recommended books

[41570-41573](#) School and Library Improvement Block Grant

[44868-44869](#) Qualifications and employment of library media teachers

[45340-45349](#) Instructional aides

[60119](#) Sufficiency of textbooks and instructional materials; public hearing

[60240-60251.5](#) State Instructional Materials Fund, purchase of classroom library materials

[60420-60424](#) Instructional Materials Funding Realignment Program

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

[18181](#) District wide library plan

[52012](#) Establishment of school site council

[52014-52015](#) School plans

CODE OF REGULATIONS, TITLE 5

[16040-16043](#) School libraries

[80053](#) Library media service teaching credential

UNITED STATES CODE, TITLE 20

[6383](#) Improving Literacy through School Libraries grant program