

File: E13

## MATERIALS SELECTION POLICY

### I. Responsibility For Selecting Media

The Chicopee School Committee is legally responsible for the policy of the Chicopee Public Schools. The responsibility for the selection of instructional materials is delegated to the professionally trained employees of the school system. Selection of materials involves many people: administrators, teachers, supervisors, school library media specialists and library media technicians. The responsibility for coordinating the selection of the instructional materials and making recommendations for purchase rests with the library media specialist and the trained school library personnel.

### II. Objectives For Selecting Media

The primary objective of each school's library media program is to enrich and support the instructional program of the school. The school library media program makes available, through the school library media collection, a wide range of materials on varying levels of difficulty with a diversity of appeal compatible with the different needs, interests, and viewpoints of students and teachers.

To this end, the Chicopee School Committee, in keeping with the ideas expressed in the Library Bill of Rights, asserts that the responsibility of the school library media program is as follows:

- To provide school library media that will enrich and support the curriculum, taking into consideration individual needs and the varied interests, abilities, socioeconomic backgrounds, and maturity levels of the students served.
- To provide school library media that stimulates the growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
- To provide a background of information enabling students to make intelligent judgments in their daily lives.
- To provide materials on opposing sides of controversial issues so that students may develop, under guidance, the practice of critical thinking and critical analysis of all media.
- To provide materials representative of the many religious, ethnic, and cultural groups in our nation and the contribution of these groups to our American heritage.
- To place principle above personal opinion and reason above prejudice in selecting school library media of the highest quality in order to assure a comprehensive collection appropriate for the users of the school library media center.

### III. Criteria For Selecting School Library Media

Individual learning styles, the curriculum, and the existing collection are given consideration in determining the needs for library media in individual schools.

Materials considered for purchase are judged on the basis of the following criteria:

- Purpose - Overall purpose and its direct relationship to instructional objectives and/or the curriculum
- Reliability - Accurate, authentic

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- Quality - Writing and/or production of merit
- Treatment - Clear, comprehensible, skillful, convincing, well-organized, unbiased
- Technical production - Audio and/or visually clear and well-crafted
- Construction - Durable, manageable, attractive
- Special features - Useful illustrations, photographs, maps, charts, graphs, etc.
- Possible uses - Individual, small group, large group instruction, in-depth study

Adopted: 1999

1st reading: Reg SC Mtg 3/1/06

2nd reading: Reg SC Mtg 3/15/06

*\*Please refer to the Request for Reconsideration of School Library Materials (File: E13.1) located in the Chicopee Public Schools Procedures Manual.*