

SCHOOL DISTRICT OF WAUZEKA-STEUBEN
DISTRICT MATERIALS SELECTION AND REVIEW

Selection of District materials will depend on the following factors:

WI State Statute 121.02 (h) Provide adequate instructional materials, texts and library services which reflect the cultural diversity and pluralistic nature of American society.

1. Evaluation of the existing collection
2. Use of reputable, unbiased selection aids
3. Personal evaluation of non-print media by a professional staff member
4. Advice and evaluation from the faculty
5. Cultural Pluralism: access "to a current, well-balanced collection of books, basic reference materials, periodicals, and audiovisual materials which depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society"

Materials should foster respect for, and help students gain an awareness of, the many contributions made by the various groups which make up our pluralistic society. The materials should present inter-group tension and conflict objectively, placing emphasis on resolving social and economic problems.

6. Whole vs. Part: Each item should be approached from a broad perspective, looking at the work as a whole and judging controversial elements in context rather than as isolated parts. Periodicals, for example, should be selected and purchased for their overall reputation, and should not be rejected because of an occasional article which may be offensive.
7. Treatment of controversial issues: Materials on controversial issues should be selected to represent the fullest possible range of contrasting points of view, to provide a balanced collection of materials on such subjects.
8. Treatment of religion: Materials about religion should be chosen to explain, not to indoctrinate.
9. Treatment of profanity, sex, and violence: the use of profanity, sexual incidents, or violence in a literary work should not automatically disqualify such material. The decision should be made on the basis of the work's general literary value, rather than on some isolated parts, and on whether it deals with situations realistically, presenting life in its true proportions.
10. Treatment of human development: materials on human physiology, physical maturation, or personal hygiene should be accurate and objective.

Gift and sponsored materials: gift materials and sponsored materials must meet the same criteria as those selected for purchase. They are accepted with the understanding that, if not suitable, they may be disposed of at the discretion of the school staff members who have received the materials.

11. Support of and consistency with the objectives of specific courses
12. Relevance to today's world
13. Aesthetic, literary, or social value
14. Appropriateness for the subject area and for the age, emotional development, ability level, and social development of those for whom the materials are selected
15. Creation by competent and qualified authors and producers
16. Chosen to foster respect for and gain an understanding of the contributions made to our civilization by minority and ethnic groups
17. Realistically representing our pluralistic society
18. Provide a stimulus to creativity
19. Represent differing viewpoints on controversial subjects with the goal of providing a balanced collection
20. Have a physical format and appearance suitable for their intended use
21. Be of acceptable technical quality with adequate documentation

Although the Board recognizes that any item may offend some patrons, selection of materials on controversial topics will not be made on the basis of any anticipated approval or disapproval, but rather, on the merits of the material and its value to the collection and to patrons.

During the selection process, the Library Media Specialist will evaluate the existing collection and assess curricular and recreational needs. Reputable professionally prepared selection tools and other appropriate sources will be consulted. Recommendations for purchase will be solicited from school personnel and students.

To ensure proper quality in content and technical aspects, all audiovisual material items will be ordered for preview before purchase. The LMC program accepts gifts with the understanding that only those materials, which meet regular selection criteria, will be added to the collection.

Selection is an ongoing process which should include the removal of materials no longer appropriate or accurate and the replacement of lost and worn materials still of educational value.

Textbook Selection Procedures:

1. Elementary, middle school, and secondary education textbook selection committees are appointed by the Administrator.
2. The committees develop criteria for the selection of textbooks consistent with the guidelines for materials selection.
3. Publishers submit samples of books for evaluation by the committees.
4. A list of committee members with their available time for conferences is sent to the publishers whose representatives are permitted to call upon committee members at the school by appointment.
5. The committee reviews the textbooks submitted and compiles a list of approved titles.
6. All titles recommended for adoption are then forwarded to the Administrator for Board review and approval.

Criteria for the removal of District materials may include:

1. Materials having inaccurate, biased, or outdated information
2. Materials depicting negative role stereotypes
3. Materials no longer useful for curricular support or recreational reading
4. Materials not circulated for a number of years
5. Materials in poor physical condition

After the evaluation process has been completed, all withdrawn materials will be considered essentially valueless and removed from the collection.

Legal References:**Cross References:**

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Date Revised:

Date Reviewed