

<i>Policy</i>	<i>Title</i> SELECTING LIBRARY MATERIALS	<i>Code</i> ID
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HOLLISTON

1. When selecting materials for purchase for the media center, the media specialist will evaluate the existing collection and the curriculum needs and will consult reputable, professionally prepared selection aids and other appropriate sources. For the purpose of this policy, the term “media” includes all materials considered part of the library collection. The term “media center” is the space, room, or complex of rooms and spaces designated as a library, media center, instructional materials center, or similar place. The “media center” may include units not contiguous to the center, where facilities dictate.
2. Recommendations for purchase will be solicited from members of the faculty and student body.
3. Materials obtained either by purchase or by gift shall be judged by the criteria set forth in the policy on the Selection of Instructional Materials and shall be accepted or rejected in accordance with those criteria.
4. Selection is an ongoing process which shall include the removal of materials no longer appropriate and the replacement of lost and worn materials still of educational value.
5. Complaints related to the selection of library materials will be handled through the policy on Public Comments or Complaints.

First Reading:	November 12, 1998
Second Reading:	Waived
Third Reading:	Waived
Policy Adopted:	November 12, 1998
Policy Amended:	
Legal References:	
Policy Cross Reference:	IE (Selection of Instructional Materials) ; KE (Public Comments or Complaints)
Procedure Reference:	