

**Billings School District**

**INSTRUCTION**

Access to Library Programs and Materials

The mission of the school library program is to maximize access to information. Students will be empowered users of information utilizing critical and creative thinking skills in the research process. Libraries will provide opportunities to learn about resources and technologies beyond the library media center. Our libraries will provide a quality district collection of materials.

The school library media program serves and benefits all K-12 students, faculties, staffs, and families of our school district. Individual patrons have access to resources provided within our school library network, provided priority access is given to District educators and students.

The following beliefs guide the access of School District No. 2 library resources for all library patrons in the District:

The automation system is a tool that provides one on-line integrated library collection to all Billings Public School patrons.

District libraries will be managed according to district approved policies and procedures.

Library Media Specialists are required to be technologically literate and continue learning as facilitators and as resources for accessing information.

Libraries will have the resources to provide a stable, yet current, collection of books, materials, and resources.

Individuals who check out books are responsible for the care and timely return of those materials. Fines are assessed for damaged or unreturned materials.

Any individual may challenge the selection of materials for the library or media center. The District's Challenges to Education Materials Procedure shall be utilized to determine if challenged material is properly located in the library.

<u>Cross References:</u>	2311	Challenges to Educational Materials
	2311-P 1	Challenges to Educational Materials Procedure
	2311-F1	Request Form for Reconsideration of Media

<u>Legal References:</u>	§ 20-4-402(5), MCA	Duties of district superintendent or county high school principal
	§ 20-7-203, MCA	Trustees' policies for school library
	§ 20-7-204, MCA	School library book selection

Policy History:

First Reading:	January 19, 2004 – Board of Trustees
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