

POLICY FOR THE SELECTION OF EDUCATIONAL MEDIA

Selection Objectives

The primary objective of the school's educational media center is to implement, enrich, and support the educational program of the school. It is the duty of the center to provide a wide range of materials on different levels of difficulty, with a diversity of appeal, and representing different points of view. The inclusion of any item in the collection does not necessarily mean that the school or the center advocates or endorses the contents of that time.

Selection Criteria

1. Needs of the school, based on knowledge of the curriculum and of the existing collection, are given first consideration
2. Overall purpose
3. Timeliness
4. Important of the subject matter to support the curriculum
5. Quality of the writing/production
6. Readability and popular appeal
7. Authoritativeness
8. Reputation of the publisher/producer
9. Reputation and significance of the author/artist/producer/etc.
10. Format and price.

Selection Responsibility

Selection of materials involves many people: principal, teachers, media specialists, and students. The responsibility for coordinating the selection of educational materials and making the recommendation for purchase rests with the professional media personnel.

Selection Procedures

Gift materials are judged by basic selection criteria and are accepted with the understanding that their use or disposition will be determined by the media specialist and the administration. Gifts of money will be used for needed materials designated by the Media Specialist.