

## **Information About Library Services**

The function of the school library is to support and enrich the instructional program of the school. The library must provide a broad range of materials with a diversity of viewpoints, abilities and interests.

The board has the legal responsibility for the purchase of all instructional materials. The selection and ordering of library books, audiovisual and other materials for the library media centers are the responsibility of the school library/media specialists in accordance with this adopted policy.

Library/Media specialists will identify, order and organize materials that will implement, enrich and support the educational program of the school district. Principals, teachers, supervisors and other school personnel will give suggestions, recommendations and other assistance.

The media specialist will evaluate the existing collection and consult reputable, unbiased professionally prepared selection aides such as the following.

- Children's Catalog
- List of Sources of Selection: Library Materials for South Carolina Elementary and Secondary Media Centers
- Elementary Library Collection
- Good Books for Children
- List of Books - S.C. Elementary Libraries
- School Library Journal
- The Horn Book
- Bulletin of the Center for Children's Books

### ***Materials Selection Criteria***

The basic selection criterion is the appropriateness of the materials for use at the grade levels served. In addition, the media specialist will judge the materials using the following criteria.

- needs of the school and value to the collection
- validity, accuracy, objectivity, currency and appropriateness of text
- organization and presentation of contents
- clarity, adequacy and scope of text
- representatives of many viewpoints
- high artistic quality and/or literary style
- high degree of readability and/or comprehensibility
- reputation and significance of author and producer
- value commensurate with cost

Our district uses the School Library Resource Collection Standards as established by the South Carolina Department of Education for evaluating the library resource collection to completed long range planning goals.

[South Carolina Standards for School Library Resource Collections](#)

***School Library Catalogs (Destiny Discover)***

Any member of the public can view the library collections for each of the three schools by accessing the following links:

[Dillon District Three Library Collections](#)

***Parent/Guardian Complaints***

[State Board of Education Regulation 43-170](#) requires that instructional materials in South Carolina public schools be age and developmentally appropriate and aligned with and supportive of South Carolina's instructional program. Age and developmentally appropriate means topics, messages, materials, and teaching methods suitable to particular ages or age groups of children and adolescents, based on developing cognitive, emotional, and behavioral capacity typical for the age or age group. Aligned with and supportive of South Carolina's instructional program means rigorous, standards-based instructional material focused on high academic achievement and resulting in graduates who have the world-class knowledge, skills, and life and career characteristics to be college and career ready.

The Regulation allows a parent or legal guardian to file this complaint form with their District board if they believe a specific instructional material used in their District violates the requirements of the Regulation. An individual filing a complaint must:

1. Be a parent/guardian of a student who attends school in the school district;
2. Read, watch, or otherwise review the material; and
3. Make a good faith effort to address their concerns with school or district office staff prior to filing a complaint.

Only one specific instructional material may be challenged per form, and individual complainants are limited to no more than five (5) complaints per calendar month. The complaint form can be found below:

[Parent / Guardian Complaint Form](#)

The board directs that any challenged materials remain in the school pending final action upon the complaint. However, the school may observe the request of a parent/legal guardian that his/her own child not be assigned a specific book. When such a request is presented, the teacher and/or principal should resolve the situation, perhaps by arranging for use of alternative resources meeting essentially the same instructional purpose. This does not apply, however, to basic program texts and resources that the board has adopted.

**Appeals**

The complainant may appeal the decision of the board in writing to the State Board of Education within 30 days of the board's decision. The procedure for appeals will follow the guidelines established by the State Board of Education regulations.