

1 **Ovando School District #11**

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3 **INSTRUCTION**

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5 Library Materials

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7 School library and classroom library books are primarily for use by District students and staff.

8 Library books may be checked out by either students or staff. Individuals who check out books

9 are responsible for the care and timely return of those materials. The building principal may

10 assess fines for damaged or unreturned books.

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12 District residents and parents or guardians of non-resident students attending the District may be

13 allowed use of library books, at the discretion of the building principal. However, such access

14 shall not interfere with regular school use of those books. Use of library books outside of the

15 District is prohibited except for inter-library loan agreements with other libraries.

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17 Any individual may challenge the selection of materials for the library/media center. The

18 Uniform Complaint Procedure will be utilized to determine if challenged material is properly

19 located in the library.

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23 Cross Reference: 1700 Uniform Complaint Procedure

24 2314 Learning Materials Review

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26 Legal Reference: § 20-4-402(5), MCA Duties of district superintendent or county high

27 school principal

28 § 20-7-203, MCA Trustees' policies for school library

29 § 20-7-204, MCA School library book selection

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31 Policy History:

32 Adopted on: February 10, 2014

33 Reviewed on: January 13, 2014

34 Revised on: January 13, 2014