

UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

1st Reading	09/14/22	New	X
2nd Reading	10/05/22	Revised	
Approved	10/05/22	Substitute	

006.0150 SCHOOL LIBRARY MEDIA CENTERS

1.0 GENERAL POLICY STATEMENT

- 1.1 This policy provides for consistent selection and maintenance of library materials to provide balanced, relevant, age appropriate, and varied resources for students. It also sets the foundation for a fair and reasonable process to identify materials for restrictions or removal from school libraries due to sensitive materials which is not allowed by Utah Code Ann. §53G-10-103.

2.0 DEFINITIONS

- 2.1 “Sensitive material” means an instructional material that is pornographic or indecent material as the term defined in Section 76-10-1235
- 2.1.1 “Sensitive material” does not include an instructional material:
- 2.1.1.1 that an LEA selects under Section 53G-10-402;
 - 2.1.1.2 for medical courses;
 - 2.1.1.3 for family and consumer science courses; or
 - 2.1.1.4 for another course the state board exempts in state board rule
- 2.2 Any material or performance is “pornographic” if:
- 2.2.1 The average person, applying contemporary community standards, finds that, taken as a whole, it appeals to the prurient interest in sex;
 - 2.2.2 It is patently offensive in the description or depiction of nudity, sexual conduct, sexual excitement, sadomasochistic abuse, or excretion;
 - 2.2.3 Taken as a whole it does not have serious literary, artistic, political, or scientific value.
- 2.3 “Standing” means a requester’s right to request a Sensitive Materials Review for a library media resource at a school and is limited to the following:
- 2.3.1 Students have a standing in school where they are currently enrolled.
 - 2.3.2 Parents and guardians have standing in schools where their students are currently enrolled and attending.
 - 2.3.3 District employees have standing in the schools where they have professional responsibilities.
 - 2.3.4 School board members have standing for schools where their constituents are enrolled.

3.0 SELECTION OF MATERIALS

- 3.1 Selection of resources for the school library’s collection is an ongoing process of creating a collection that reflects a diversity of ideas and adheres to the law.

School library media centers shall provide a broad range of educational, informational, and recreational reading resources.

3.1.1 Responsibilities

3.1.1.1 The curriculum director or designee shall establish procedures for the selection and acquisition of each school's library collection which includes guidance on process, criteria, donations, and inventory.

3.1.1.2 The School Media Specialist will oversee selection of all library materials consistent with this policy.

3.1.1.3 Each school shall form a School Sensitive Materials Review Committee which shall include parents who are reflective of the member of the school's community. One parent on the Sensitive Materials Committee shall be the chair or the chair's appointee of the school community council. The building principal or designee shall facilitate this committee, which shall include the school media specialist in challenges to school library materials.

3.1.2 Selection Process

3.1.2.1 In selection materials, the Media Specialist shall follow the district approved procedure, which shall include the following criteria:

- 3.1.2.1.1 overall purpose and educational significance;
- 3.1.2.1.2 compliance with Utah Code Ann. §53G-10-103;
- 3.1.2.1.3 age and developmental appropriateness;
- 3.1.2.1.4 timeliness and permanence;
- 3.1.2.1.5 readability and accessibility for intended audience;
- 3.1.2.1.6 artistic or literary quality and style;
- 3.1.2.1.7 quality and value in consideration of cost and/or need; or
- 3.1.2.1.8 materials which support the needs of English language learners.

3.1.3 Library Catalog

3.1.3.1 The District will provide an online catalog which gives public access to the following information about each school library's materials collection.

- 3.1.3.1.1 The name of the school;
- 3.1.3.1.2 The title and author of the materials in the library; and
- 3.1.3.1.3 All available formats of the material (digital/hard copy/etc.).

4.0 MAINTENANCE OF LIBRARY COLLECTION

4.1 Maintenance of the library collection is essential to maintain high-quality, relevant, and up-to-date library material.

4.1.1 Removal and Replacement

4.1.1.1 The Media Specialist shall periodically review the collection to determine which materials should be removed or replaced as part of regular collection maintenance. This review shall take place at least once per year and shall follow the district approved procedure.

4.1.1.2 In making determinations for removal and/or replacement, the Media Specialist may consider whether the material:

4.1.1.2.1 is in poor physical condition in consideration of replacement availability/cost;

4.1.1.2.2 is outdated, inaccurate, or no longer relevant;

4.1.1.2.3 has low student checkouts; or

4.1.1.2.4 is not compliant with Utah Code Ann. §53G-10-103.

4.1.2 Parental Restriction of Individual Student Access

4.1.2.1 The District recognizes the right of parents under state law to restrict their child's access to materials the parent deems inappropriate. However, parents do not have the right to make that determination on behalf of other parents and students. A parent desiring to restrict their own child's access to specific library materials shall contact the school's media specialist.

5.0 SENSITIVE MATERIALS REVIEW PROCESS

5.1 If a parent, student, staff member, or board member feels that a specific library material contains sensitive material, they may request that the materials be considered for removal. This section outlines the process for requesting and processing sensitive materials reviews and communicating and implementing decisions from the review process.

5.1.1 The Curriculum Director or designee will oversee the processing of all Sensitive Materials Review Requests.

5.1.2 The Curriculum Director or designee shall establish a District Sensitive Materials Review Committee which shall include at least two parents who serve as chairs on school community councils. Reviews of library materials shall include a least one media specialist.

5.1.3 A person with "standing" may submit a Sensitive Materials Review Form for a specific library material which is in the library of the school where the person has standing.

5.1.3.1 The request must be submitted using the District's Sensitive Materials Review Form, which shall be located on the Uintah School District website under "Curriculum".

5.1.3.2 A person may submit up to two Sensitive Materials Review Requests each academic year.

5.1.3.3 The Curriculum Director or designee shall create a district approved procedure for Sensitive Materials Review.

5.1.4 Status of Materials While Under Review

5.1.4.1 A material's access level will remain consistent until a final determination is made regarding the material.

5.1.5 Any item which has been subject to review, reviewed under this policy, and retained may not be subject to another request for review for at least three years.

6.0 COMMUNICATION AND TRAINING

6.1 Communication

6.1.1 The District will maintain a library media website which contains the following information.

6.1.1.1 The District's Sensitive Materials Review Form;

6.1.1.2 This library policy and related procedures document;

6.1.1.3 A list of materials currently under Sensitive Materials Review;

6.1.1.4 A list of all completed review with the date and decision.

6.1.2 Training

6.1.2.1 The Curriculum Department shall ensure that all employees with responsibility for library media materials receive annual training on this policy and its supporting procedures.