



METROPOLITAN  
**Nashville**  
PUBLIC SCHOOLS

All donated library materials will be evaluated using the same criteria as materials recommended for purchase. These materials will be accepted or rejected by these standards. No book or publication whose primary purpose is dissemination for propaganda shall be added to the library collection. Advertising through library materials is not recommended.

At the individual school site, final acceptance of donated materials shall be at the discretion of the school library information specialist, who will make a recommendation to the principal.

At the district level, final acceptance of donated materials shall be determined by a committee composed of a library information specialist for each grade level tier chaired by the Library Services Coordinator, who will make a recommendation to the tier directors and the Directors(s) of Instruction.

### **Criteria for Selection of Library Materials**

Book lists, such as those developed by the American Library Association, are primary sources as guides for selected materials.

The following criteria will be considered in the selection of books and other reading materials:

- Authority – Authoritative author and reliable publisher.
- Scope – Overall purpose of materials and treatment of subject.
- Accuracy – Factual accuracy of materials.
- Timeliness – Current or permanent value.
- Relevancy – Usefulness in supporting the curriculum.
- Potential Use – Subject interest, demand, and importance to the collection.
- Style – Literary quality, readability, suitability for the age level, and appeal to students for which it is intended.
- Format – Paper, print, illustrations, and binding of good, attractive quality.
- Special features – Index, bibliography, illustrations, etc.

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- Recommendations – First-hand evaluation or recommendation by one or more reliable sources.

In addition to these factors, the following will be considered for donations of electronic media:

- Technical quality – tone fidelity, clarity of focus, effective use of color, synchronization of sound and image.
- Physical characteristics – Ease in handling and durability.
- Flexibility – Potential for extensive use in many curricular areas.
- Supporting materials – Pertinent accompanying material for students and teachers.

Information Power: Building Partnerships for Learning prepared jointly in 1998 by the American Association of School Librarians (AASL) and the Association for Educational Communications and Technology (AECT), provide principles which help to determine selection objectives:

- Resources are appropriate for the students for whom they are selected.
- Resources reflect the developmental, cultural, and learning needs of all the students.
- Resources exhibit accepted and innovative learning theories, effective teaching practices and materials, and current scholarship in the subject areas.
- Resources are evaluated and updated regularly.
- Resources promote active, authentic learning by providing a variety of formats and activities for linking information literacy with curricular objectives.