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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. Library
8 books may be checked out by either students or staff. Individuals who check out books are responsible
9 for the care and timely return of those materials. The building principal may assess fines for damaged or
10 unreturned books.

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12 District residents and parents or guardians of non-resident students attending the District may be allowed
13 use of library books, at the discretion of the building principal. However, such access shall not interfere
14 with regular school use of those books. Use of library books outside of the District is prohibited except
15 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 Uniform
18 Complaint Procedure will be utilized to determine if challenged material is properly located in the library.
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22 Cross Reference: 1700 Uniform Complaint Procedure
23 2314 Learning Materials Review

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25 Legal Reference: § 20-4-402(5), MCA Duties of district superintendent or county high school
26 principal
27 § 20-7-203, MCA Trustees' policies for school library
28 § 20-7-204, MCA School library book selection
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32 Policy History:

33 First reading on: 10/13/21

34 Second reading/Adopted on: 11/10/21