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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 Superintendent may assess
10 fines for damaged or unreturned books.

11
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 Superintendent. However, such access shall
14 not interfere with regular school use of those books. Use of library books outside of the District
15 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:

33 Reviewed on: 2/25/08

34 Revised on: Fall 2003