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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 School District
13 #48-1J & #48-2J may be allowed use of library books, at the discretion of the building principal.
14 However, such access shall not interfere with regular school use of those books. Use of library
15 books outside of the District is prohibited except for inter-library loan agreements with other
16 libraries.

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18 Any individual may challenge the selection of materials for the library/media center. The
19 Uniform Complaint Procedure will be utilized to determine if challenged material is properly
20 located in the library.

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24 Cross Reference: 1700 Uniform Complaint Procedure
25 2314 Learning Materials Review

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27 Legal Reference: § 20-4-402(5), MCA Duties of district superintendent or county high
28 school principal
29 § 20-7-203, MCA Trustees' policies for school library
30 § 20-7-204, MCA School library book selection

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32 Policy History:
33 Adopted on: February, 2005
34 Reviewed on: 03/11/14
35 Revised on: