

LIBRARY SERVICES

I. PURPOSE

To provide guidelines for library services

II. SCOPE

This policy applies to all libraries within Shelby County Schools.

III. POLICY STATEMENT

The libraries in grades K-12 shall be operated under the procedures as set forth in the most current edition of the Shelby County Schools Librarian's Handbook.

Shelby County Schools Librarian's Handbook will be made available online to schools and the public.

Each school's library services program should comply with state and/or federal laws regarding internet safety and copyrighted materials (e.g., instructional material, books, art work, music, movies, etc). The Board therefore informs all personnel that failure to comply with internet safety laws and/or unauthorized reproduction and/or use of copyrighted materials is illegal and unethical, and that violations of the applicable laws may result in criminal or civil suits and/or suspension or dismissal from employment in the system.

IV. RESPONSIBILITY

A. The principal is responsible for adhering to this policy.

B. The department responsible for academics is responsible for making the Librarian's Handbook available.

C. Questions regarding copyrighted material and its permitted or prohibited use may be directed to the Office of General Counsel.

D. The Superintendent is responsible for ensuring that this policy is followed.

Legal References:

1. Title 17, U. S. Code
2. TCA 49-1-221

Cross References:

1. 4002 Staff Ethics
2. 6031 Internet Safety and Use
3. 3010 Printing and Duplicating Services