

CURRICULUM MANAGEMENT POLICY

The Curriculum Management Policy reflects the diverse needs of the Berthoud community as well as the Berthoud Community Library District's (BCLD) mission to provide education, enrichment, and connection.

BCLD advocates for broad and meaningful participation in the library, including the sustained use of materials. It does not promote all of the ideas found in its curriculum or the discussions those ideas may inspire, but provides the spaces and opportunities for those ideas and discussions.

BCLD protects the right of the individual to access information, even when the content may be controversial or unacceptable to others. As such, BCLD upholds the American Library Association's Library Bill of Rights position statement, including the Freedom to View and Freedom to Read. Copies of these documents are included in the Appendices.

BCLD is committed to resource sharing at local and state levels as demonstrated by our membership and participation in AspenCat, CLiC, and Swift Interlibrary Loan. Our membership in consortia demonstrates the idea that engagement, supportive learning, and responsible stewardship are collaborative endeavors.

BCLD is committed to being a good steward of the community's tax dollars and community assets.

Selection

BCLD will curate a curriculum collection to meet the educational needs of the community. Methods for curation will include traditional metrics (borrowing statistics, usage analytics such as downloads and website visits, and usage ratios); qualitative metrics (formal data such as customer feedback, class and service evaluations, and library-wide institutional assessment); and less formal inputs via conversations with the community and professional insights in the course of community engagement. All of these methods are ways the Library identifies and monitors the impact of materials in the community.

We are format neutral, defining physical and digital collections as curriculum materials for our community.

Material selection criteria are informed by community interests and aspirations, national and international news and events, publishing and social trends, professional reviews and journals, and staff professional expertise. Community requests and recommendations are welcomed and are subject to the same criteria as any other material.

As stewards of content, we carefully consider materials relative to cost, space, maintenance, safety, and customer interest. Selection means identifying and measuring the impact of collections in the community.

Deselection

To maintain relevant collections and content in all formats, the library must continuously evaluate and deselect materials. Criteria for withdrawing items include, but are not limited to: declining interest, poor condition, unnecessary duplication, or inaccurate or outdated information. Deselected materials are disposed of according to the Disposal of Withdrawn Library Materials procedures. BCLD does not make arrangements to sell or give withdrawn materials directly to specific individuals.

Gifts and Donations

BCLD welcomes gifts and donations of materials or money for purchase of items, equipment, or digital content for the collection. BCLD maintains established funds for monetary donations. Donations are tax-deductible. Donations are subject to the library's selection and deselection criteria.

Reconsideration of Library Materials

Any community member has the right to request reconsideration of any item in the library's collection. A Request for Reconsideration of Library Materials Form should be completed and submitted to CEO. Further evaluation of the item will follow the Reconsideration of Library Materials procedures.

Adopted 6/8/16