

***Recommending Materials for Purchase Consideration*** - If you would like to suggest an item(s) to be considered for inclusion in the Lending Library collection, please send the request along with all supportive information such as catalog pages, web site, and/or review information to Harriet Adams, [hadams@plaea.org](mailto:hadams@plaea.org).

***Selection and De-selection of Materials***

- **Selection** of materials is based on the AEA Selection policy and is the responsibility of the AEA Supervisor of Lending Library. Selection criteria include the need to enrich and support learner outcomes, to sustain all curriculum areas, to support the Core Curriculum, to meet the needs and interests of the students/teachers, and to include a broad range of materials on issues to develop critical analytical skills. Selected resources must meet a wide range of learning needs, abilities, and styles, must respect the diversity of many differing points of view, must be available in a variety of formats, and must be of recent (generally within the last three years) copyright/production. Resources must be non-fragile and able to withstand transportation in all kinds of weather conditions and not be heavier than 50 pounds.
- **Recommendations** for inclusion in the collection are encouraged. Lending Library items are inspected upon return to the Media Center. Items are removed due to damage/poor condition/appearance, datedness, low circulation, and loss. Typically, weeded items are sent to last know user, if applicable. In addition, weeded materials are generally made available at Teacher-Librarian meetings for browsing and taking back to their school(s) any media that they feel would be useful in their district.