



**WINDHAM SCHOOL
DISTRICT**

NUMBER: SD-08.09 (rev. 2)
DATE: July 1, 2015
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**SUPERSEDES: SD-08.09 (rev. 1)
February 28, 2014**

SUPERINTENDENT DIRECTIVE

SUBJECT: LIBRARY SERVICES

AUTHORITY: Tex. Educ. Code § 19.004

Reference: American Correctional Association (ACA) Standards, Part Five, Inmate Programs, Section E: Library; American Library Association

APPLICABILITY: Windham School District (WSD)

POLICY:

WSD shall maintain libraries for recreational reading and for research purposes in support of educational programs. Libraries may not be available at all facilities.

The WSD educational philosophy states that confined persons need, perhaps more than any other social group, to live vicariously by exploring man's creativity through books and the other arts. Libraries provide offenders with the opportunity to read numerous books on various subjects, as well as to read materials that will free their minds from the confinement of the prison cell. Similarly, the library provides periodicals that allow the offenders to explore the "free world" events occurring each day.

PROCEDURES:

- I. Program Description
 - A. Library Services offers offenders a wide variety of materials in support of educational programs as well as recreational reading.
 - B. Library materials are selected that will enrich and support library activities.
 - C. Accessions follow accepted library practices and standards with emphasis placed on the development and maintenance of a balanced, well-rounded collection.
 - D. The standards of the American Library Association and American Correctional

Association are used as additional guides for planning and evaluating library services.

II. Goals and Objectives

- A. Develop collections that support all academic programs.
- B. Include informative materials for vocational interests of offenders.
- C. Provide current information through service subscriptions of magazines and newspapers.
- D. Enhance social skills and increase knowledge through provision of recreational, educational, vocational, and current reading materials within the library.
- E. Prepare the offender, through his/her own efforts, for release and life after prison by usage of materials provided within the library.
- F. Provide recreational reading to allow the offender an outlet for personal entertainment.
- G. Promote strategies that result in an annual book loss of less than 2 percent per unit.

III. Detailed procedures for Library Services are provided in Operating Procedures (OP)-08.09.

Signature on file

Dr. Clint Carpenter, Superintendent
Windham School District