

December 11, 2014

Agenda Item:

Action - Surplus Items



**Purpose: To provide the board an opportunity to surplus library books from Molalla High School**

**Background:**

Following is based on a report created by our Library Media Specialist, Allison Byers:

Board policy states, "To maintain a current and highly usable collection of materials, the media specialist will provide continuing renewal of the collection, not only by the addition of up-to-date materials, but by the eliminations of materials which no longer meet needs."

In alignment with this policy, the books identified on the attachment with ISBN data included were identified for removal from the high school library given the following data:

- Average age of the items being proposed for removal: 36 years
- Average last circulation of items being proposed for removal: 1993.
- None of the books have been checked out in the last 10 years.

Plan for the books after removal and surplus:

Step #1: Donate to charter schools in the district.

Step #2: Books the charter schools can't use will be donated to Clackamas Bookshelf, a non-profit that provides free books to low-income families in Clackamas County.

Step #3: Sell (any with residual value) or recycle.

It is important to note that new volumes are being added to the library annually. Additionally, Allison Byers reports that high school students are using the library and our databases more than ever. Last year students checked out twice as many books as the year before, and are on track to double their usage again this year. Students are also using the OSLIS databases and eBooks at double the rate that they used them in the past. Finally, Allison thanks the school board for their support of library media services in the district.