

Marathon School District Interlibrary Loan Policy

Interlibrary loan is defined as resource sharing of library materials or a copy of the material to another library or patron of another library. The purpose of interlibrary loan is to obtain library media material not available in one's local library.

Our own Marathon School District libraries share resources between libraries within our district. Marathon High School Library and its library media specialist is responsible for handling interlibrary loan requests outside of our school district.

Interlibrary loan or resource sharing:

- Extends access to information and materials not normally acquired
- Extends budget funds as effectively as possible

Interlibrary loan activities will not be used as a replacement for collection development.

The following guidelines shall be followed when handling interlibrary loan requests:

- Every effort will be made to meet patron needs with district collections before beginning the outside interlibrary loan process.
- Loaning and borrowing of materials will be at the discretion of the school library media specialist.
- Patrons will be personally responsible for all materials borrowed for them and will need to pay replacement cost for all materials that are lost and/or damaged while in their possession.
- All library services will be revoked until replacement costs are repaid.

All those involved in resource sharing must comply with the copyright law (Title 17, U. S. Code) and its accompanying guidelines.

Legal References

- Wisconsin Statutes
- 43.40 (2) No Child Left Behind Act
- 43.72 No Child Left Behind Act

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