

**PORT EDWARDS PUBLIC SCHOOLS****Board of Education Policy**

---

---

**Library Services – Interlibrary Loan of Materials**

It is the philosophy of the Port Edwards School District to provide students and staff with the materials to meet their information needs, within the limits of staff and budget.

Due to the high cost in staff time and financial resources for an independent interlibrary loan service, interlibrary resource sharing is limited to collections within the Port Edwards School District.

District students and staff are encouraged to search the district's library catalogs and then seek assistance from district library staff to facilitate the utilization of interlibrary loan services from area public libraries for those materials not available within the district.

---

Adopted: 05/17/04  
Reviewed:  
Revised: