

School District of Lodi  
**Interlibrary Loan**

**No. 362.1**  
(A) 9-8-08  
(R)1-12-15

The School District of Lodi strives to provide all students with access to a wide variety of learning resources. The District library system is not a public library and therefore does not collect comprehensively in specific subject areas. It relies on reciprocal resource sharing and interlibrary loans between district libraries. Students are encouraged to utilize the resources within the public library system. The school district libraries rely on resource sharing to foster interlibrary cooperation and to utilize district funds as effectively as possible.

District libraries may share resources with each other in accordance with the following:

- Priority for the use of a resource resides with the library owning them
- All interlibrary loans are to be arranged by the media specialists.
- The loaning of reference books and non-print items may be restricted at the discretion of the media specialist.
- Individual items may be reserved for interlibrary loan in advance.
- The date the item is due is to be determined by the lending media specialist.
- The borrowing media specialist is responsible for returning the item in its original condition and collecting any fines or fees due to damage. These funds are to be forwarded to the lending library.