

TEXTBOOK SELECTION AND ADOPTION

The Board of Education, as the governing body of the school district, is legally responsible for the selection of all instructional materials. The intent of this policy is to establish objectives and to delegate procedures for the selection of such materials for the district.

The state curriculum provides the outline of what is to be taught. It is then the responsibility of the local district to decide how it will be implemented. The Board, through the Superintendent of Schools, delegates the responsibility to the administrators and teachers to develop an educational program that meets the specific needs of the students in the district and provides the required instruction. Integral to instruction are the materials used in the teaching process. They may include textbooks, periodicals, reference materials, audio-visual materials and other instructional materials deemed necessary to provide a quality program.

The objectives to be considered in the selection of learning materials shall be:

1. to provide materials that will enrich and support curriculum, taking into consideration the varied interests, abilities and maturity levels of the pupils served;
2. to provide materials that will stimulate the growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards;
3. to provide a background of information which will enable students to make ethical, intelligent judgments in their daily lives;
4. to provide materials on opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking;
5. to provide materials representative of many religious, ethnic, and cultural groups and their contributions to our American heritage; and
6. to place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the books and materials.

The Board acknowledges the right of all parents to guide their children in their choice of reading and other learning materials. Nevertheless, individuals or groups do not have the right to impose their standards on an entire group. The Board accepts the premise that good judgment has been used in the selection of instructional materials. However, if errors have been made, those involved in the selection process should be willing to consider dissent and to make adjustments where appropriate.

The Board finally recognizes that the district's staff is the best qualified to select instructional materials and to evaluate the appropriateness of inquiries and the validity of complaints. Therefore, the Board delegates to the Superintendent the authority to adopt such administrative procedures, in consultation with the instructional staff, as are necessary to determine selection criteria and to address potential inquiries and complaints.

TEXTBOOK SELECTION AND ADOPTION REGULATION*Criteria for Selection*

Books, periodicals and other printed materials

1. The materials should enrich and support the current curriculum, taking into consideration the varied interests, abilities and maturity levels of the students served.
2. Materials shall be appropriate for the subject area and for the age, emotional development, ability level and social development of the students.
3. Material should provide a background of information which will enable students to make intelligent judgments in daily life.
4. These materials should present opposing sides of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.
5. Material should be representative of racial, religious, ethnic and cultural groups, emphasizing their valuable contributions to American heritage and should be free of sex role stereotyping to the greatest extent possible.
6. Materials that are biased or slanted may be provided to meet specific curriculum objectives and identified as such to students and balanced.
7. Quality of format shall be given careful consideration with particular attention to quality of typography, technical reproduction of illustrations, and pertinence of pictures or illustrations to the text, effective use of color, binding and number of illustrations.
8. Textbook materials shall be previewed and evaluated by the professional staff before purchase. Reliance upon lists and reviews alone is not desirable. Preview committees in specific subject areas and at various learning levels are recommended.
9. Selection shall be an ongoing process throughout the year.

Audio-Visual Computer Materials

1. Selections shall be based upon knowledge and understanding of the basic curriculum and other aspects of the instructional program.
2. Audio-visual materials and computer software shall be previewed and evaluated by the professional staff before purchase. Reliance upon lists and reviews alone is not desirable. Preview committees in specific subject areas and at various learning levels are recommended.
3. Quality of content, as well as pertinency of the curriculum, shall be given careful consideration, with particular attention to accuracy and recency of factual information, interest level, qualifications of author and producer, appropriateness to levels of instruction, a balance in the collection of treatment of controversial subjects, dimension, logical development, imaginative presentation and organization.
4. Selection shall be a continuing process throughout the school year.

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