INSTRUCTIONAL MATERIALS PROCEDURES

Selection:

The board has sole responsibility to approve instructional materials for the school district. The board delegates its authority to determine which instructional materials will be utilized and purchased by the school district to licensed employees. The licensed employees will work closely together to ensure vertical and horizontal articulation of textbooks in the education program.

In reviewing current instructional materials for continued use and in selecting additional instructional materials, licensed employees will consider the current and future needs of the school district as well as the changes and the trends in education and society. It is the responsibility of the superintendent to report to the board the action taken by licensed employees.

In making its recommendations to the superintendent or designee, the licensed employees will select materials which:

- Support the education philosophy, goals and objectives of the school district;
- Consider the needs, age, and maturity of students;
- Are within the school district’s budget;
- Foster respect and appreciation for cultural diversity and difference of opinion;
- Stimulate growth in factual knowledge and literary/artistic appreciation;
- Encourage students to become decision-makers, to exercise freedom of thought and to make independent judgment through the examination and evaluation of relevant information, evidence and differing viewpoints;
- Portray the variety of careers, roles, and lifestyles open to persons of both sexes;
- Increase an awareness of the rights, duties and responsibilities of each member of a multicultural society.

The criteria stated above for selection of instructional materials will also apply to the selection of textbooks. In the case of textbooks, the board will make the final decision after a recommendation from the superintendent or designee. The superintendent or designee may appoint licensed employees to assist in the selection of textbooks.

Gifts of instructional materials must meet the criteria stated above for the selection of instructional materials and school board policy 802.6, “Gifts, Grants and Bequests”.

The superintendent or designee will establish additional criteria to guide the selection of instructional materials through administrative regulation, ensuring alignment with educational goals and compliance with laws.
Inspection:

Parents and other members of the school district community may view the instructional and library materials used by the students. All instructional materials, including teacher's manuals, films, tapes or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any federally funded programs must be available for inspection by parents.

Instructional and library materials may be viewed on school district premises during regular school hours.

It is the responsibility of the superintendent or designee to develop administrative regulations regarding the inspection of instructional materials.

Objection:

Members of the school district community may object to the instructional and library materials utilized in the school district and ask for their use to be reconsidered.

It is the responsibility of the superintendent or designee, in conjunction with the principals, to develop administrative regulations for reconsideration of instructional materials.

Parents or guardians of minor students (under the age of 18) enrolled in the district have the ability to request that their student not be able to check out certain library materials.

Approved 12/19/2022 Reviewed Revised

Date of Adoption:
May 25, 1970
Amended 3-8-76
Amended 3-14-83
Reapproved 6-16-86
Reapproved 8-7-89
Amended 2-17-92
Amended 11-16-92
Reapproved 12-4-00
Revised 12-1-08
Reapproved 08-09-10
Reapproved 5-26-15
Revised 8-8-16