

Section 7000 – Instructional Program

7350-R Instructional Resources

7350-R

Classroom Materials

Each building Principal will purchase instructional materials within the budgeting process as funds allow.

Textbook Selection and Adoption

Multicultural Considerations

Textbooks and workbooks shall be representative of the following multicultural concerns and issues:

1. Serious consideration be given to textbooks and workbooks that reflect a multicultural, pluralistic, democratic society based on the following criteria:
 - a. The contributions/portrayal of both males and females.
 - b. The contributions/portrayal of various racial, cultural, religious, and socio-economic groups.
 - c. The avoidance of stereotypes based on race, sex, religion, handicap, or socio-economic status.
2. In a case where two series are equally sound according to other educational criteria, the one with the multicultural approach shall be used.
3. A textbook should not be selected because of its multicultural approach if it does not meet other established educational criteria.
4. Teachers should use as many supplementary books as possible to present a multicultural, pluralistic, democratic society.

Selection and Adoption

Selection of textbooks for use in the District shall be a cooperative effort of the teacher(s) who will use the textbook and the curriculum committee.

The procedure outlined below will be followed for District-wide use in implementing the Board's policy on the selection of textbooks and supplementary instructional materials, hereinafter referred to simply as "textbooks."

The procedure carries out the Board's intention that the textbook selection process guarantees involvement of District staff.

Textbook needs in various subject matter areas shall be considered on a cyclical basis.

Section 7000 – Instructional Program

The selection procedure for a textbook or program begins with research. The research will examine the level to which the design of the textbook or program is consistent with the District's Instructional Model and the data supporting effectiveness of the textbook or program. This research phase is to be coordinated by the appropriate curriculum staff. Relevant subject area instructors will be required to be a part of this process. Those materials deemed to be consistent with the District's Instructional Model will be presented to the District's Academic team.

Upon approval by the District's Academic team, the textbooks and programs will be considered for adoption by a District Curriculum team. Each school that would be affected by the adoption of the textbook or program will be invited to send a representative to be a part of the Curriculum team. Team membership must include teachers and school-based administrators. The chair of the team will be a member of the curriculum staff. This team will examine all of the textbooks and programs that were previously approved by the District's Academic team. This analysis will be comprehensive in nature and will include examining the quality and accuracy of writing and material, underlying pedagogy, readability, cost, and the professional development offered by the publisher.

Wherever possible, rubrics will be used to score each textbook or program on each of these factors. The Curriculum team will consider these scores when making written recommendations. One textbook or program will be recommended for adoption subject to the textbook or program having been found to be consistent with the District's multicultural policy.

The recommendation will be presented to the District's Instructional council for consideration. The Instructional council may make a recommendation regarding adoption of the textbook or program. The textbook or program will be presented to the Education committee of the Board of Education, along with the written analysis of the textbook or program and a description of the process followed. If the Education committee chooses to support the adoption of the textbook or program, the chair of the Education committee will recommend the textbook or program to the full Board for approval.

Section 7000 – Instructional Program

7350-R Instructional Resources

7350-R-3

Lost, Damaged or Destroyed Student Textbooks

The cost to the student for a lost or destroyed text will depend on the number of years the text has been used.

Outdated and Old Textbooks

If old texts are still in good condition, they will be kept as reference books. Worn out and defaced books will be destroyed or disposed of as determined by the Board.

Student Purchase of Textbooks

Any or all texts may be purchased from the District at the full purchase price or at a prorated price because of condition or age.

Rules Accepted: June 29, 2009

Section 7000 – Instructional Program

7350-R Instructional Resources

7350-R-4