

KEYSTONE OAKS SCHOOL DISTRICT

# Policy

# Guide



Policy No. 108

Section PROGRAMS

Title ADOPTION OF TEXTBOOKS AND SUPPLEMENTAL RESOURCE MATERIALS

Adopted AUGUST 21, 1989

Last Revised JANUARY 17, 2023

POLICY NO. 108 ADOPTION OF TEXTBOOKS AND SUPPLEMENTAL RESOURCE MATERIALS		
<b>Section 1</b>	<p><b><u>Authority</u></b></p> <p>It is the responsibility of the Board to adopt all textbooks and supplemental resource materials used as part of the educational program of the District. The District shall establish a planned cycle of textbook and supplemental resource material review and replacement.</p>	SC 508, 801, 803 Pol. 006
<b>Section 2</b>	<p><b><u>Definition</u></b></p> <p><b>Textbooks</b> shall be defined as the books, in print or digital format, used as the basic source of information in the planned instruction.</p> <p><b>Supplemental resource materials</b> shall include nonfiction and fiction books, magazines, reference books, supplementary titles, multimedia and digital materials, software and instructional material.</p>	
<b>Section 3</b>	<p><b><u>Delegation of Responsibility</u></b></p> <p>The Superintendent, after consultation with administrative and professional staff, shall be responsible for the selection and recommendation of textbooks and supplemental resource materials for Board consideration. No adoption or change of a textbook or supplemental resource material shall be made without the Superintendent's recommendation, except by a two-</p>	SC 508, 803 Pol. 006

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thirds vote of the Board.

The Superintendent or designee shall establish administrative regulations for reviewing, evaluating and selecting textbooks and supplemental resource materials.

Teachers and curriculum leaders who will use the text will be included throughout the review and selection process to:

1. Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the students served.
2. Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values and ethical standards.
3. Provide a background of information which will enable students to make intelligent judgments.
4. Provide materials on opposing sides of controversial issues so that young citizens may develop the practice of critical analysis of all media.
5. Provide materials representative of the many religious, ethnic and cultural groups and their contribution to society.
6. Provide materials based on a selection process which avoids personal bias and social prejudices.

A list of all approved textbooks and supplemental resource materials used in district schools shall be maintained by the Superintendent or designee and shall be available to Board members, district staff, students, persons in parental relation and community members.

Pol. 105.1

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Previously Revised: March 15, 2016; February 16, 1998

References:

School Code – 24 P.S. Sec. 508, 801, 803

Board Policy – 006, 105.1