

# NORTHERN LEHIGH SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: ADOPTION OF TEXTBOOKS

ADOPTED: March 10, 1997

REVISED: November 5, 2001

108. ADOPTION OF TEXTBOOKS	
1. Purpose SC 508, 801, 803	It is the responsibility of the Board to adopt all textbooks used as part of the educational program of this district.
2. Definition	For purposes of this policy, <b>textbooks</b> shall be defined as those books which are purchased in classroom quantity or more and which are issued to each student in the class.
3. Delegation of Responsibility SC 803	The Superintendent shall be responsible for the selection and recommendation of textbooks for Board consideration. No adoption or change of textbook shall be made without his/her recommendation except by a two-thirds vote of the Board.
4. Guidelines	<p><u>Selection Guidelines</u></p> <p>The Superintendent shall develop a plan for the selection of textbooks according to the following guidelines:</p> <ol style="list-style-type: none"> <li>1. Professional staff members selected by the Superintendent shall participate in the selection process.</li> <li>2. Textbooks with copyright dates more than five years old shall be reviewed annually for their continuing suitability.</li> <li>3. The staff shall continually research new sources of textbooks.</li> <li>4. Any course undergoing curriculum review shall also include a textbook evaluation that examines the effectiveness of the text to align with course content and standards.</li> <li>5. Textbooks currently in use shall be periodically evaluated for their continuing usefulness and relevance.</li> </ol>

<p>School Code 508, 801, 803</p>	<p><u>Standards for Approval</u></p> <p>In considering the approval of any proposed textbook, the Board will evaluate its:</p> <ol style="list-style-type: none"><li>1. Suitability for the maturity level and educational accomplishment of the students who will be using the book.</li><li>2. Freedom from bias.</li><li>3. Relationship to the curriculum.</li><li>4. Relationship to a continuous multigrade program.</li><li>5. Manner of selection.</li><li>6. Cost.</li><li>7. Appearance and durability.</li></ol> <p><u>Record</u></p> <p>A list of all approved textbooks shall be prepared and maintained. It shall be reviewed periodically by the Superintendent and made available for the use of the staff and for the information of members of the Board.</p>
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