

## Instruction

### Instructional Materials

All District classrooms and learning centers should be equipped with an evenly proportioned, wide assortment of instructional materials including textbooks, workbooks, audio-visual materials, and electronic materials. These materials should provide quality learning experiences for students and:

1. Enrich and support the curriculum;
2. Stimulate growth in knowledge, literacy appreciation, aesthetic values, and ethical standards;
3. Provide background information to enable students to make informed judgments and promote critical reading and thinking;
4. Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society; and,
5. Contribute to a sense of the worth of all people regardless of sex, race, religion, nationality, ethnic origin, sexual orientation, disability, or any other differences that may exist.

### Field Trips

The Board of Education encourages student field trips as a method of bringing meaning to many things learned in the classroom. Such trips can be a stimulus to learning and a very productive learning experience. Teachers shall provide proper preparation in the classroom prior to the trip and well-planned opportunity for discussion at the conclusion.

Field trips are to be approved by the Building Principal, subject to review by the Superintendent, and arranged as prescribed by established procedures.

Student trips are permitted which have value in meeting educational objectives, which are necessary to the fulfillment of obligations to the interscholastic activity program, and which do not seriously interfere with the educational routine of students who must remain in school.

School transportation vehicles, if available, will be furnished for all trips sponsored within the spirit of the above statement. If non-school transportation vehicles are used, the driver and owner shall have placed on file with the School District prior to the trip a certificate of automobile insurance in the minimum amount of \$100,000.00 and \$300,000.00 liability coverage.

On all school-sponsored trips involving pupils, provision will be made for proper supervision by school employees. Parents are permitted to assist in such supervision.

### Community Resources

Community resources shall be used to enrich the instructional programs. Such enrichment may be provided by individual citizens and by the organizations and institutions in the community and by planned observation of community and/or governmental activities.

### Library/Media Centers

A Library Media Center will be provided in every school in the District with appropriate materials to enrich and support the curriculum. These materials shall be available for every student in the District, free of charge, to take home on a temporary basis. Students/families will be financially responsible for books that are lost when taken home.

Every school library/media center in the School District will be viewed as an information resource center for instruction and curriculum.

### Instructional Materials Selection and Adoption

The Board of Education shall approve the selection and adoption of textbooks upon recommendation of the Superintendent. The Superintendent shall establish the mechanics for the selection of textbooks which shall involve students, teachers, and administrators.

The instructional material used in the District shall appropriately reflect the multi-cultural and multi-ethnic nature of our American society and shall adequately express the value and worth of each such segment of our society without ethnic, racial or sexual prejudice or discrimination, insofar as quality textbooks are available.

The District shall provide textbooks for use in the public school without charge to students. The Superintendent shall determine a method of distribution of free textbooks subject to approval of the Board of Education. This does not mean that there will be no deposits to encourage return of textbooks by students nor that they will not be charged for lost or damaged textbooks.

Students shall be financially responsible for any books which they lose when taken home. The Superintendent shall establish a procedure for requiring repayment for textbooks and instructional materials lost or damaged.

The Superintendent shall request textbooks available through the Illinois Textbook Program and other government resources.

### Supplemental Media

Teachers are encouraged to limit the use of supplemental media material to only that which will enhance, or otherwise illustrate, the subjects being taught. All supplemental media material must be age appropriate. Additionally, no movie shall be shown to students which is rated R unless prior written approval is received from the Building Principal. Additionally, no movie shall be shown to students which is rated NC-17.

LEGAL REF.: 105 ILCS 5/10-20.8, and 5/28-19.1

CROSS REF.: 4.110, 4.140, 6.30, 6.40, 6.80, 6.170, 6.260, 7.10, 7.15, 8.110,

Adopted: July 8, 1997

Revised: August 9, 2022