

## **SELECTION OF INSTRUCTIONAL MATERIALS**

### **SELECTION OF TEXTBOOKS AND SUPPLEMENTARY MATERIALS**

Individual teachers utilizing the stated selection criteria will evaluate materials. Their recommendation will be presented first to department or grade level committees for discussion and approval. The recommendation will then go to the appropriate GWRSD subject area Task Force. After Task Force review, the recommendation will be forwarded to the GWRSD Administrative Team who will make a recommendation to the Superintendent or her/his designee. The Board shall be informed, through the Academic Affairs Subcommittee, of textbook and other instructional materials that have been approved by the respective Task Forces, Building Principals, Administrative Team and Superintendent. The Board reserves the right to formally accept or reject instructional materials.

### **OPPORTUNITY FOR INFORMAL SELECTION**

The GWRSD recognizes that creative teachers take advantage of opportunities to use materials that do not lend themselves to the formal selection process. Sometimes the most effective learning experiences are those that make use of unanticipated instructional materials e.g., current newscasts, television programs, letters to the editor, articles, student writing samples, or a newly released video version of a literary work read by the class. Such supplemental materials may be selected by the appropriate instructor and must meet the general selection criteria of educational relevance and ability to meet student needs.

### **APPEALS AND REVIEWS**

Once materials are approved for use, any requests for review or reconsideration must follow the procedures set forth in the GWRSD Policy for Reconsideration of Materials.

### **SUMMER READING**

Reading may be the most important skills that students learn in schools. As a skill, it needs to be practiced. Therefore, students are often given a list of suggested titles for summer reading. Literature placed on the summer reading list for students at the high school must meet the following criteria:

1. Every book proposed shall be read in its entirety by a least two faculty members prior to submission. Each title will require the endorsement of both readers before being placed on the list.
2. The books shall be read in light of GWRSD Policy IJ and the propriety of the text in terms of content, style, grade level and ability.
3. In case of a disagreement between the two readers, a third reader will be solicited.
4. When the reading list is published, each title shall be accompanied by a *précis* indicating its basic plot and themes. If the book contains material which may be deemed controversial, the *précis* will include the following coding:

- a. VL = vulgar language (profanity, obscenities, racial, ethnic, religious or sexual slurs embedded in character dialogue or narrative voice.
  - b. VG = graphic violence (rape, murder or exceptionally vivid battle scenes, etc.)
  - c. SS = sexual situations
  - d. CS = controversial subjects
5. Whenever such a “coded” book is placed on the suggested reading list, an alternative non-controversial title will be offered.
  6. Board policy IJAA-R will be used to resolve parent complaints or concerns.

Adopted: 1/15/01  
Revised: 11/15/04  
Reaffirmed: 5/18/09