HADDON TOWNSHIP BOARD OF EDUCATION
Regulations for Policy #2530

R 2530 RESOURCE MATERIALS

A. Definition

"Resource materials" means all those sources of information for the use of students that have not been designated as textbooks and generally must be shared by individual students. Resource materials include, but are not limited to, reference materials; fiction and nonfiction books; maps; audio and audio-visual materials; pamphlets; periodicals; pictures; on-line references; other supplementary titles; and other sources of information for use by students that are not designated as textbooks. Resource materials are not library material as defined in N.J.S.A. 18A:34A-3 and Policy and Regulation 2535.

B. Selection Process

1. The teaching staff member shall submit written requests for new resource materials to the Principal or designee in the teaching staff member's school building. Each written request should include:

   a. The name and originator of the resource material;

   b. The ~~Its~~ publisher or distributor;~~,~~

   c. A brief description of the resource material; and

   d. The reason for the request, including the relevance of the resource material to the instructional program;

2. All written requests will be forwarded to the Superintendent or designee for consideration; and

3. The Superintendent or designee shall evaluate each written request against the selection standards as outlined in C. below and the amount budgeted for resource materials in the current or succeeding school year, as appropriate.

~~4~~5. The Superintendent or designee will develop a list of recommended purchases. The list may include multiple copies of resource materials when a high level of interest and need is anticipated.

C. Selection Standards

Standards to be applied in the selection of resource materials are those set forth below:

1. Resource materials will be suited to the varied interests, abilities, reading levels, and maturation levels of the students to be served.

2. Wherever appropriate, resource materials will provide major opposing views on controversial issues so that students may develop, under guidance, the practice of critical reading and thinking.

3. Wherever appropriate resource materials will include the basic tenets of multiculturalism in accordance with N.J.A.C. 6A:7-1.7.

4. Resource materials will be factually accurate, as appropriate, and of genuine literary or artistic value.

5. Resource materials will be of a quality and durability appropriate to their intended uses.

6. Resource materials will relate to, support, and enrich the curriculum adopted by the Board of Education.

7. Resource materials will support the New Jersey Student Learning Standards.

D. Periodic Removal of Resource Materials

1. The Superintendent or designee shall conduct a periodic review of resource materials for their:

   a. Continuing usefulness;

   b. Relevance to the curriculum and the New Jersey Student Learning Standards;

   c. Representation of the needs and interests of all grade levels, subject areas, and departments; and

   d. Balance of content, types of resource materials, and manner of presentation.

2. Standard resource materials subject to frequent use that are worn or missing should be replaced periodically.

3. Outdated resource materials and resource materials no longer relevant to the curriculum may be withdrawn from the collection on Board of Education approval.

4. Any request by an individual for the removal of resource materials will be governed by Policy and Regulation 9130.

Adopted: April 16, 2026