

## EDUCATION PROGRAM

### Series 600

Policy Title Instructional Materials Selection

Code No. 605.01

The board has sole discretion to approve instructional materials for the school district. *The board delegates this authority to licensed employees to determine which instructional materials, will be utilized by and purchased by the school district to licensed employees. The licensed employees will work closely together to ensure vertical and horizontal articulation of textbooks in the education program.*

*The board may appoint an ad hoc committee to assist licensed employees in selecting instructional materials. The committee may be composed of any of the following groups of stakeholders: school district employees, parents, community members or representatives of community groups.*

In reviewing current instructional materials for continued use and in selecting additional instructional materials, licensed employees will consider the current and future needs of the school district as well as the changes and the trends in education and society. It is the responsibility of the superintendent to report to the board the action taken by *taken by the selection committee.*

*In making its recommendations to the superintendent, the licensed employees will select materials which:*

- *support the educational philosophy, goals and objectives of the school district;*
- *consider the needs, age, and maturity of students;*
- *are within the school district's budget;*
- *foster respect and appreciation for cultural diversity and difference of opinion;*
- *stimulate growth in factual knowledge and literary appreciation;*
- *encourage students to become decision-makers, to exercise freedom of thought and to make independent judgment through the examination and evaluation of relevant information, evidence and differing viewpoints;*
- *portray the variety of careers, roles, and lifestyles open to all people; and,*
- *increase an awareness of the rights, duties, and responsibilities of each member of a multicultural society.*

In the case of textbooks, the board will make the final decision after receiving a recommendation from the superintendent. The criteria stated above for selection of other instructional materials will apply to the selection of textbooks. The superintendent may *appoint licensed employees to assist in the selection of textbooks*

*Gifts of instructional materials must meet these criteria stated above for the selection of instructional materials. The gift must be received in compliance with board policy 704.04, "Gifts - Grants - Bequests."*

*The superintendent will establish additional criteria to guide the selection of instructional materials through administrative regulation, ensuring alignment with educational goals and compliance with laws.*

***NOTE: This is a mandatory policy, but the content is discretionary. The board may edit the policy and regulation to reflect its philosophy, goals and practices.***

**Legal Reference:**

Iowa Code §§ 279.8; .74; 280.3,.14; 301  
281 I.A.C. 12.3(12).

**Cross Reference:**

208.01 Ad Hoc Committees  
505.00 Student Scholastic Achievement  
602.00 Curriculum  
605.00 Instructional Materials

**Approved:** May 13, 2014

**Reviewed:** \_\_\_\_\_

**Revised:** August 21, 2023 \_\_\_\_\_