

# UNITED SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: RESOURCE MATERIALS

ADOPTED: March 11, 2008

REVISED: December 9, 2014

109. RESOURCE MATERIALS	
1. Purpose SC 801, 803	The Board shall provide instructional and evaluative materials to implement and support the district's and the schools' educational goals and academic standards.
2. Definition	<b>Resource materials</b> shall include reference books, supplementary titles, multimedia and digital materials, maps, library books, software and instructional material.
3. Delegation of Responsibility SC 803	<p>The Superintendent, after consultation with the administration and teaching staff, shall be responsible for the selection, recommendation, and maintenance of all resource materials. No adoption or change of materials shall be made without the Superintendent's recommendation, except by a two-thirds vote of the Board.</p> <p>The Superintendent or designee shall develop and implement selection procedures for resource materials.</p>
4. Guidelines	<p>Selection procedures for resource materials shall be developed which:</p> <ol style="list-style-type: none"> <li>1. Appoint appropriate administrative and instructional staff to select resource materials, subject to the approval of the Superintendent.</li> <li>2. Ensure that the Board's budgetary allotment for resource materials is spent efficiently and distributed equitably throughout the instructional program.</li> <li>3. Ensure an inventory of resource materials that is well-balanced and well-rounded in coverage of subject, types of materials, and variety of content.</li> <li>4. Evaluate the effectiveness of resource materials presently in use.</li> <li>5. Direct staff to consult a variety of media sources before selections are made.</li> </ol>

	<p>Resource materials shall be selected in accordance with the following guidelines:</p> <ol style="list-style-type: none"> <li>1. Materials shall be suited to the varied interests, abilities, reading levels, and maturation levels of the students to be served.</li> <li>2. Wherever possible, materials shall be selected to provide opposing views on controversial issues so that students may develop critical reading and thinking skills.</li> <li>3. Wherever possible, materials shall represent varied religious, ethnic, gender and cultural groups and their contribution to American heritage.</li> <li>4. Materials shall be factually accurate and of genuine literary or artistic value.</li> <li>5. Materials shall be of a quality and durability appropriate to their intended use and longevity.</li> </ol>
<p>Pol. 107</p>	<ol style="list-style-type: none"> <li>6. Materials shall relate to, support, and enrich the courses of planned instruction adopted by the Board.</li> </ol>
<p>Pol. 105.1</p>	<p>A listing of all resource materials shall be made available for the information of the professional staff, Board members, students, parents/guardians and community.</p> <p><u>Reconsideration Of Challenged Materials</u></p> <p>Criticism of a book or other materials used in the schools may be expected from time to time. In such instances:</p> <ol style="list-style-type: none"> <li>1. The Board recognizes the right of a parent/guardian to request that their child not read a given book or be presented with certain instructional materials. When such a request is presented, the teacher and/or building principal should resolve the situation, perhaps by arranging for use of alternative material meeting essentially the same instructional purpose.</li> <li>2. The Board will not permit any individual or group to exercise censorship over resource materials, but recognizes that at times a re-evaluation of certain material may be desirable. Should an individual or group ask to have any book or other material withdrawn from school use:             <ol style="list-style-type: none"> <li>a. The person who objects to the book or other material will be asked to document the criticism and sign their name on the Request for Reconsideration of Books and Instructional Materials form found in each building principal's office. This formal complaint should be submitted to the building principal.</li> </ol> </li> </ol>

- b. Following receipt of the formal complaint from the building principal, the Assistant Superintendent for curriculum and Instruction will provide a re-evaluation of the materials in question. The Director of Education will arrange for the appointment of a review committee from among the faculty and community to consider the complaint.
- c. The Superintendent will review the complaint and the committee's re-evaluation and will render a decision in the matter.
- d. Should the decision be unsatisfactory to the complainant, it may be appealed to the Board.

The Board assumes final responsibility for all books and resource materials it makes available to students. It holds its professional staff accountable for their proper selection. It recognizes rights of individual parents/guardians with respect to controversial materials used by their own children. It will provide for the re-evaluation of materials upon formal request.

References:

School Code – 24 P.S. Sec. 801, 803, 807.1

Board Policy – 000, 006, 105.1, 107, 610

