

No. 6310
SECTION: INSTRUCTION
TITLE: RESOURCE MATERIALS

ADOPTED: 6/19/12
READOPTED: 1/29/14;11/15/16;10/15/19
REVISED:

OXFORD AREA SCHOOL DISTRICT

Resource Materials - shall include reference books, other supplementary titles, audiovisual materials, maps, library books, technological and electronic media and all other instructional material.

The administration, after consultation with the teaching staff, shall be responsible for the selection, recommendation, and maintenance of all resource materials. No adoption to change of textbooks shall be made without an administrative recommendation, except by a two thirds vote of the Board.

The Board retains the right to review and/or approve any resource materials proposed for purchase.

The Superintendent shall develop selection procedures which:

1. Appoint appropriate administrative and instructional staff to select resource materials, subject to the approval of the Superintendent.
2. Ensure that the Board's budgetary allotment for resource materials is efficiently spent and wisely distributed throughout the instructional program.
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.
4. Evaluate the effectiveness of resource materials presently in use.
5. Direct staff to consult a variety of media sources before selections are made.

Criteria

The Superintendent is directed to apply the following criteria to the selection of resource materials:

1. Materials shall be suited to the varied interests, abilities, reading levels, and maturation levels of the pupils to be served.
2. Wherever possible, all materials shall provide major opposing views on controversial issues so that students may develop, under guidance the practice of critical reading and thinking.
3. Wherever possible, materials shall represent the many religious, ethnic and cultural groups and their contribution to American heritage.

4. Materials shall be factually accurate and of genuine literary or artistic value.
5. Materials shall be of the quality and durability appropriate to their intended use and longevity.
6. Materials shall relate to, support, and enrich the courses of study adopted by the Board.

A listing of all resource materials shall be made available for the information of the parents, students and members of the Board.

ADMINISTRATIVE PROCEDURES

RESOURCE MATERIALS

1. Instructional materials must meet the following standards:
 - a. permanent or timely value
 - b. accuracy
 - c. authoritativeness
 - d. clear presentation and readability
 - e. appropriate format (substantial binding and paper, clear print)
 - f. suitability to the individual reader (popular appeal)
 - g. literary and aesthetic quality
 - h. pertinent and well-executed illustrations

2. Judgment for the selection is based on the total effect of the resource and not on the presence of words, phrases or situations which in themselves might be objectionable.
 - a. Materials that reflect political, economic, religious, social, minority and sexual issues are available in order to meet the interest and research needs of the patrons.
 - b. The principles of intellectual freedom are protected by the First Amendment of the United States Constitution. We are also guided by ALA's Library Bill of Rights and the Freedom to Read statement. The position of the school district is that no parent has the right to limit reading, viewing or listening materials for students other than his/her own child. To this end, a list of supplemental materials will be disseminated at the beginning of each school year or placed on the District website allowing review by interested parties. The list will be marked with selections that are categorized as controversial utilizing the ALA (American Library Association) criteria. If a parent or guardian objects to a selection for any of the reasons listed above, the child will be provided with an alternative selection that meets the needs of the parent or guardian.
 - c. Supplemental resources will be approved during the normal time frame for approving text books. Teachers will recommend the materials to the building principal for review with a summary of the material and a statement of how the material will be used to support the curriculum. Reading levels and a statement regarding the overall appropriate nature of the material will be supported via a report generated from the ALA. If approved by the building principal or his/her designee, the same will be sent to the District administration for review by the superintendent or assistant superintendent. Placement of the title(s) will be made to the consent agenda for Board approval prior to use in the classroom. Only after the Board approval will the materials be authorized for purchase.
 - d. District administration reserves the right to modify specific grade level use of approved materials.