

**SERIES 300
INSTRUCTION**

361.1

INSTRUCTIONAL MATERIALS SELECTION PROCESS

The Marshall Board of Education believes in a clear and meaningful process by which staff members can evaluate, select and recommend the purchase of instructional materials (textbooks). This process should be based on the following considerations:

- The process should reflect the agreed upon philosophy of education set forth by the Board of Education, administration, teachers and parents.
- The process should communicate a thorough understanding of curricular area instructional goals and objectives.
- The process should communicate a thorough understanding of the role of the teacher and the use of materials in meeting instructional goals.
- The process should provide for a systematic evaluation of materials for compatibility with students' needs and instructional goals including readability level and multicultural nature of content.
- The process should require the examination of a variety of materials containing appropriate, up-to-date subject matter/content.
- Teachers who will be using the materials should be actively involved in the evaluation and selection process.
- Final selection of textbooks shall be the responsibility of the administrative staff and appropriate curriculum review team. All decisions regarding textbook selection are reserved for the Board of Education where controversy may arise.

The Marshall Public School District shall not discriminate in the selection and evaluation of instructional materials on the basis of sex, race religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability or handicap. Discrimination complaints shall be processed in accordance with established procedures.

Legal References: 118.03 Wisconsin Statutes
118.13
121.02(1)(h)
PI 8.01 (2)(h) Wisconsin Administrative Code
PI 9

Cross References: Board Rule 411 Student Discrimination Complaint Procedures
871 Public Complaints About Instructional Materials
310, Instructional Goals

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