

**TEXTBOOK SELECTION AND ADOPTION REGULATION**

Whenever possible, the selection and recommendation of textbooks shall be the responsibility of the committee charged with the review, revision and the development of content curriculum. This committee shall be comprised of representatives from the grade level/area for which the textbook is being considered. It shall also include, at a minimum, a parent, the Director of Instruction and a building administrator.

Using the criteria detailed in Board Policy 4511, textbook companies will be contacted for sample copies and or presentations of any products that meet the qualifications listed. Availability of tests and assessments, resources and support materials, and consultant and inservice support will also be considered.

Information from resource presentations(s) will be shared with grade level/area colleagues and whenever possible, a pilot will be conducted using the top two or three possible recommendations.

Every effort will be made to address district-wide consistency, especially in the case of resources to be used as primary instructional texts.

Any textbook being recommended to the Superintendent must have been reviewed accordingly. All textbook recommendations must include the Textbook Recommendation form.

Adoption date: March 23, 2006