

SCHOOL DISTRICT OF THE MENOMONI AREA

361

EDUCATIONAL MATERIALS SELECTION AND EVALUATION

Responsibility for the Selection of Materials

As the governing body of the district, the Board of Education is legally responsible for all educational materials in the district. As a policy-making body, the board delegates the responsibility for the selection of educational materials to the professionally-trained personnel employed by the district and provides opportunities for parent and community input. **“Professionally trained personnel” includes the educators and administrators licensed by the Department of Public Instruction with supervised studies in curriculum and instruction.**

Definition of Educational Materials

Educational materials as herein applied means all materials used within classrooms and all materials circulated from the library media centers for student use, such as basic textbooks, supplemental materials, library books, pamphlets, magazines, study prints, pictures, projectable material, maps, **websites, videos, and other digital or** electronically-recorded materials.

Objectives for Selection of Materials for Library Media Centers.

The library media program provides students and teachers access to information in a variety of formats for instructional and leisure purposes. The centers must provide a wide range of materials on all levels of difficulty with diverse appeal representing different points of view. Specific objectives are to:

1. Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.
2. Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
3. Provide materials on opposing sides of controversial issues so that students, under guidance, may develop the practice of critical analysis.
4. Provide materials representative of the many religious, ethnic and cultural groups and their contributions to our American heritage.

Objectives for Selection of Textbooks and Supplemental Materials

Basic course-adopted materials for classroom use are chosen after thorough investigation by committees of professionally-trained district personnel which provide opportunities for parent and community input. Materials are chosen to:

1. Ensure accurate and up-to-date content that includes new concepts, insights and facts at an appropriate reading level.

2. Provide for sequential growth from level to level.
3. Provide a fair representation of the many religious, ethnic and cultural groups, minority groups, women, and their contributions to our American heritage.
4. Ensure that they do not discriminate based on federal and state standards.

Parent Rights/Responsibility

The district recognizes that a parent/guardian may decide to have a work excluded from a student's personal reading, viewing or listening provided the specific materials can be excluded under state law.

In instances where a parent/guardian questions instructional materials but does not request their removal from general student use, the matter shall be resolved with the **district administrator?**, principal, teacher, and/or media personnel at the building level. If the matter is not resolved, the complaint shall be referred to the Reconsideration Committee.

Reconsideration Procedures.

Any district resident may raise objection to instructional materials used in the district's educational program.

The board has delegated the responsibility for review of materials to a Reconsideration Committee made up of citizens and educators who make their decisions based upon careful study of the material in question. The committee's decision is final. However, the complainant may appeal the committee's decision to the board. Thus, the board is delegating this particular responsibility to a representative group of citizens and staff, while retaining its legal status as the final authority in determining policies and making decisions at the local district level.

The Reconsideration Committee, a standing committee, shall be appointed by the district administrator during the month of May prior to its term, which will run from September 1 through May 31 of the following school year. The committee shall include a building administrator, central office administrator, elementary teacher, secondary teacher, district library media coordinator, and four district residents.

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

LEGAL REF.: Sections 118.01 Wisconsin Statutes
118.019
118.03(2)
118.13
120.13(5)

121.02(1)(h)

PI 8.01(2)(h), Wisconsin Administrative Code

9.03(1)

CROSS REF.: 361-Rule, Guidelines for Reconsideration of Educational Materials
361-Exhibit, Request for Reconsideration of Educational Materials
330, Curriculum Direction
341.2, Health Education
411-Rule, Student Discrimination Complaint Procedures

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/s/

Clerk