

FAIRVIEW SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: RESOURCE/SUPPLEMENTARY MATERIALS

ADOPTED: June 20, 1994

REVISED: April 28, 2008

109. RESOURCE/SUPPLEMENTARY MATERIALS	
<p>1. Purpose SC 801, 803 Title 22 Sec. 4.13 Pol. 100</p>	<p>The Board shall provide instructional and evaluative materials to implement the district and school educational goals and objectives.</p>
<p>2. Definitions</p>	<p>Such resource/supplementary materials shall include reference books, library print, library nonprint materials, reference books, other supplementary titles, all audio-visual materials, maps, library books, multimedia, software and all other instructional material.</p> <p>Workbooks are not considered as supplementary textbooks and may be purchased as instructional supplies.</p>
<p>3. Delegation of Responsibility SC 803</p> <p>Pol. 108</p>	<p>The Superintendent, after consultation with the 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 his/her recommendation, except by a two-thirds vote of the Board.</p> <p>All books, supplementary to textbooks, shall be adopted in the same manner as textbooks under Policy 108, with the exception that the Board may approve them at any time during the fiscal year.</p> <p>The Board authorizes the Superintendent to establish procedures to enable teachers to have available supplementary materials within the constraints of the budget. S/He shall develop selection procedures which:</p> <ol style="list-style-type: none"> 1. Appoint appropriate administrative and instructional staff to select resource materials, and inform the Director of Curriculum, Instruction and Assessment of their choices, 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.

<p>4. Guidelines Pol. 105.1</p>	<p>A listing of all resource materials shall be made available for the information of the parents/guardians, for the use of the professional staff, for the information of the members of the Board, and for the information of students.</p> <p>All requests to purchase or lease media materials shall be submitted to the building principal through either department heads or by grade level. These requests will be screened by the principal and submitted to the Director of Curriculum, Instruction and Assessment.</p> <p>Building principals and the Business Manager/Chief Financial Officer shall review requests for supplementary materials to determine that they meet budgetary constraints. Budget constraints and need will be balanced so as to ensure proper classroom instruction.</p> <p>The Director of Curriculum, Instruction and Assessment shall review the supplemental materials and/or software and educational needs and forward them, with his/her recommendation, to the Superintendent.</p> <p>The Superintendent shall review the requests for supplementary materials and make recommendations to the Board in April of each year.</p> <p>Materials will be evaluated using the district form.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 801, 803</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.13</p> <p>Board Policy – 100, 105.1, 107, 108, 610, 611</p>
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