

Mendocino Unified School District

Instruction

Selection of Instructional Materials

It is the policy of the Board to provide a wide range of instructional materials on all levels of difficulty, with diversity of appeal and the presentation of different points of view, and to allow the review of allegedly inappropriate instructional materials through established procedures.

The Board has an obligation to listen to any and all parental complaints concerning textbooks, library books, and other instructional materials, and the complainant has the right to expect that he/she will be given a fair hearing.

The removal of a book, film, record, or entire course should be a last resort that occurs only after the entire complaint procedure has been followed.

Objectives of Selection

In order to assure that the school media program is an integral part of the educational program of the school, the following selection objectives are adopted:

- To provide materials that will enrich and support the curriculum and personal needs of the users, taking into consideration their varied interests, abilities, and learning styles.
- To provide materials that will stimulate growth in factual knowledge, literary appreciation, esthetic values, and ethical standards.
- To provide a background of information which will enable pupils to make intelligent judgments in their daily lives.
- To provide materials on opposing sides of controversial issues so that users may develop, under guidance, the practice of critical analysis.
- To provide materials which realistically represent our pluralistic society and reflect the contributions made by these groups and individuals to our American heritage.

Board Policy 6161.1 Adopted by Board 12/09/81
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- To place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive media collection appropriate for the users.

Responsibility for Selection

Although the Board is legally responsible for the operation of the school, the responsibility for the selection of instructional materials is delegated to the certificated library/media personnel. While selection of materials involves many people including library/media specialists, teachers, students, supervisors, administrators, and community persons, the responsibility for coordinating and recommending the selection and purchase of instructional materials rests with the certificated library/media personnel. Responsibility for coordinating the selection and purchase of textbooks may rest with appropriate department chairpersons or with textbook evaluation committees.

Criteria for Selection

Educational goals of the local school district, individual student learning modes, teaching styles, curricula needs, faculty and student needs, existing materials, and networking arrangements should be considered in developing the media collection. Guidelines for the evaluation and selection of curricula resources are listed.

Curricula materials should:

- Be relevant to today's world.
- Represent artistic, historic, and literary qualities.
- Reflect problems, aspirations, attitudes, and ideals of a society.
- Contribute to the objectives of the instructional program.
- Be appropriate to the level of the user.
- Represent differing viewpoints on controversial subjects.
- Provide a stimulus to creativity.

Technical materials should:

- Be of acceptable technical quality; clear narration, and sound, synchronized pictures and sound.
- Be readable; typographically well-balanced.