**TEXTBOOK SELECTION AND ADOPTION PROCEDURE**

Given instructional materials like textbooks are revised and updated over time, it is the desire of the Board of Directors that any such revisions are done so, only after careful consideration. When a new textbook or program is being considered for adoption a committee will be formed with representative teachers from the grade level(s) and content area(s) being impacted as well as a parent or community member. The Superintendent will designate one or more administrators to lead this work.

Criteria to be considered:

1. Age of current textbook or program
2. Current text or program date of purchase
3. Number of years the text or program has been used
4. Number of usable copies of current text or program in possession
5. Weaknesses of current text or program
6. Relevance

Adoption Criteria: (in no particular order)

1. Publisher
2. Research supporting effectiveness
3. Overall organization
4. Alignment to the local and state standards
5. Readability
6. Interest level
7. Absence of bias and discrimination
8. Availability of teacher support resources
9. Cost

The committee will present their findings to the Superintendent of Schools who will make a recommendation to the Board of Directors.

Adopted: February 25, 2019