Black Mountain Elementary
Council Policy

Council Policy Type	Policy Number
( ) By-Laws (Council Operational Policy) (X) Function (School Operational Policies)	6.09

POLICY TOPIC DESCRIPTION
. **Textbooks**

POLICY STATEMENT

Selection of Textbooks For Purchase

The textbook committee will include representation of teachers responsible for that subject, teacher responsible for related topics and other interested parties including parents, and classified staff. The textbook committee will also be representative of the diversity in our community.

The Textbook committee will:

1. Review the CSIP Plan and school's curriculum
2. Review the State's core content for Assessment.
3. Develop criteria for textbooks and related items that will help the school move all students to proficiency
4. Include in those criteria that the textbooks appropriately reflect the cultural traditions and achievements of groups represented in our student body.
5. Include in those criteria a requirement that the textbooks appropriately reflect the cultural traditions our students may encounter in our community and later in life.
6. Obtain samples of the textbooks and related materials available for that subject.
7. Review each textbook and related materials that will best meet the criteria.
8. Identify the textbooks and related materials that will best meet the criteria.
9. Determine quantities of each item to be ordered within the school's textbook budget.
10. Fill out the paperwork needed to order those quantities.

The principal (or principal's designee) will check that each order fits the funds available, any other criteria established by the council, and any other

requirements of existing bid lists. The Principal then will place the order.		
6-3-14 1st reading Eddie Stewart Council Chairperson	6-3-14 2nd reading Eddie Stewart Council Chairperson	6-3-14 Adopted Eddie Stewart Council Chairperson