

PALISADES SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: December 2014

No. 108 AR SELECTION OF TEXTBOOKS

1. Textbook review, evaluation, and selection will be addressed as part of the established five-year curriculum review cycle, as outlined in Board Policy 105 and its accompanying AR.
2. The process for selection of a new textbook will include the following steps:
 - Investigation of textbooks currently in use throughout the state and county, including recommendation and/or input from colleagues
 - Sample texts from various companies will be gathered
 - A committee to include at a minimum the department head, teachers of the course, administrators, and Director of Curriculum will examine textbooks and determine the extent to which the textbook will support instruction as outlined in the Planned Course Statement.
 - The committee will make a recommendation to the Superintendent and Board of School Directors for approval as outlined in Policy and AR 105
 - May include piloting of materials in some classrooms prior to adoption, based on recommendation of committee