

Materials Selection Policy

In order to fulfill the educational goals and objectives of the school, the Woods Charter School Board recognizes the importance of providing a variety of equipment, supplies, textbooks, and supplementary materials which will enrich and support the instructional needs of the students. The Woods Charter School administrative policy relative to textbook adoption and selection of instructional materials includes the following:

Responsibility for Selection

Woods Charter School is legally responsible for all materials used in its educational programs. The responsibility for selection of instructional materials is delegated to the Principal and his staff of administrators and teachers. Although the selection of materials can involve many people, including the Principal, administrators, teachers, students, and community persons, the primary responsibility for coordinating and/or delegating the selection of instructional materials rests with the Principal. The Principal is authorized to form review committees and procedural rules as may be necessary to carry out this delegation of authority in a manner consistent with the policy of the Board.

Criteria for Selection

Educational suitability is the major criterion for the selection of materials. Professional staff must use educational criteria and professional judgment rather than personal opinions, values, and beliefs in the selection of materials. Instructional materials selected should:

1. Implement, enrich, and support the educational goals and objectives of Woods Charter School and the curriculum.
2. Be appropriate for the subject area, age, interests, emotional and social development, maturity, ability level, and learning styles of the students for whom the materials are selected.
3. Include varying degrees of difficulty to accommodate the range of student abilities.
4. Represent diverse religious, ethnic, cultural, and political groups.
5. Demonstrate an appropriate scope, arrangement, organization, relevance, and overall value.

Complaints on Materials

Parents, students, teachers, and the Principal may request reconsideration of instructional materials selected for school use. When a request for reconsideration is made to a teacher

or supervisor, it shall be forwarded to the Principal in written form. The Principal may designate a person or persons to consider the objection and make recommendations to him. The Principal may then declare the materials as suitable or unsuitable and may additionally place restrictions on the use of the material.

Date Adopted: August 14, 2008