

SELECTION AND CHALLENGE OF INSTRUCTIONAL MATERIALS PROCEDURES

**Responsibilities for the Selection of Materials**

The curriculum materials of the NWESD 189 shall be reviewed on a regular basis.

The responsibility for the selection of instructional materials is delegated to the professionally trained personnel employed by the appropriate program(s) (e.g., T&L). The selection of materials should involve many people: principals, teachers, supervisors, and library media specialists. The responsibility for coordinating the selection and purchase of instructional materials rests with the professionally trained personnel.

The following checklist is provided to assist in the selection of instructional materials consistent with the criteria presented in Policy 2020, *Selection of Instructional Materials*. Selections which receive “fair” or “poor” ratings on any items should be avoided. If materials uniquely suited to an important purpose fail to meet the above criteria, they may be used in conjunction with materials presenting alternate perspectives/views.

<u>Bias Content:</u>	<u>Excellent/Good/Fair/Poor/Not-App.</u>
1) Presents more than one viewpoint of controversial issues.	_____
2) Presents minorities realistically.	_____
3) Includes contributions of minority authors.	_____
4) Presents nonstereotypic models.	_____
5) Facilitates the sharing of cultural differences.	_____
6) Promotes the positive nature of differences.	_____
7) Includes the contributions, inventions, or discoveries of minorities.	_____
8) Includes the contributions, inventions, or discoveries of women.	_____
9) Presents minorities in a manner that promotes ethnic pride.	_____
10) Facilitates an environment open to discovery and experimentation.	_____

To evaluate materials by these criteria, instructional material selectors may find the following steps helpful:

- 1) Read reviews in professional periodicals through the curriculum office, Office of the State Superintendent of Public Instruction, etc.
- 2) Review copies of other available materials.
- 3) Check the reading level of the text through use of a standard readability formula.
- 4) Survey member districts to determine whether the materials are in use and solicit relevant feedback, as appropriate.

### **Questions or Challenges of Instructional Materials**

The NWESD 189 shall provide channels of communication for the expression of concern about any materials used under its auspice.

The NWESD 189 provides materials for member districts and special program use. It is important that materials selected from the NWESD 189 collection must meet the requirements for the intended purpose materials were acquired.

The NWESD 189 Superintendent, or designee, will facilitate communication between the local school district and a challenger of materials. Use of media materials by teachers is viewed as the responsibility of the individual teacher and member district. Formal challenges of NWESD 189 instructional materials must be received on Form 2020-F1. Such challenges shall be reviewed within thirty (30) days by a committee composed of the Assistant Superintendent for Teaching and Learning, appropriate program manager, and representative members (teachers and principals) to be selected by the superintendent from schools served by NWESD 189. A written recommendation shall be given to the Superintendent, whose decision shall be final.

The NWESD 189 Board of Directors shall be advised of any formally challenged or questioned materials at its next regularly scheduled meeting.

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