

## **Instructional Media Selection**

Instructional media includes materials such as computer software, library books, film strips, tapes, kits, videotapes and programs, textbooks, learning packages and other instructional materials. This policy applies to all instructional media used in district schools.

### **Responsibility for Selection**

The Board is legally responsible for the selection of instructional media. The Board shall delegate to the superintendent the responsibility for selecting and authorizing professional personnel to select instructional media. Instructional media selection shall be a cooperative venture in which principals, instructional media specialists, coordinators, consultants, subject area specialists, teachers, students and public (parents) participate.

### **Selection Principles**

Basic principles that guide the selection of books and other materials for a school include the following:

1. The instructional materials collections are developed systematically so that they are well-balanced and well-rounded in coverage of subjects, types of materials and variety of content;
2. The maintenance of qualitative standards for selection of materials is essential, with all materials being carefully evaluated before purchase;
3. The collections are continuously reevaluated in relation to changing curriculum content, new instructional methods, current needs of teachers and students and compatibility of equipment;
4. Required or recommended materials not provided by the district shall be selected following the policies and criteria used for district-acquired materials, and it shall be the responsibility of the building principal to exercise final authority as to acceptability and use.

### **Reading, Audiovisual and Software Lists Compiled by the Teacher**

1. Selection of materials shall be based on the scope and sequence of the subject area involved.
2. Materials shall be selected by the teacher from approved sources (see below) and reviewed with the school librarian and/or school principal.
3. Lists shall be submitted to, and approved by, the principal before use.

## Criteria and Sources of Selection

1. The following general criteria shall be considered:
  - a. What is the overall purpose of the material?
  - b. What contribution does the subject matter make to the curriculum?
  - c. What favorable reviews of the title are found in the selection sources (see below)?
  - d. What favorable recommendations based on preview and examination of materials are available from a district specialist?
  - e. What is the reputation and significance of the author, and what are the standards of the publisher?
  - f. What is the audiovisual producer's reputation for authenticity of presentation?
  - g. What is the quality, timelines and/or permanence of the material?
  - h. How does the material contribute to breadth of representative viewpoints on controversial issues?
  - i. Has consideration been given to specific criteria appropriate for each student area and type of material?
  - j. Is the price reasonable and format suitable?
  
2. Sources to be used include:
  - a. Book selection aids published by American Library Association;
  - b. Recommendations of national professional associations, such as:
    - (1) National Council of Teachers of Social Studies;
    - (2) National Council of Teachers of Mathematics;
    - (3) Department of Audiovisual Instruction;
    - (4) National Council of Teachers of English;
    - (5) American Association for the Advancement of Science;
    - (6) The National Education Association and its division.
  - c. H.W. Wilson Catalog series;
  - d. Educational Media Index;
  - e. Review in current periodicals of recognized merit;
  - f. Oregon Department of Education;
  - g. N.W. Ed Publications;
  - h. Oregon Computer Consortium Publications.

END OF POLICY

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**Legal Reference(s):**

[ORS 336.035](#)

[ORS 337.120](#)

[ORS 337.141](#)

[ORS 337.150](#)

[ORS 337.260](#)

[ORS 339.155](#)

[OAR 581-011-0050 to -0119](#)

[OAR 581-021-0045](#)

[OAR 581-021-0046](#)

[OAR 581-022-1140](#)

[OAR 581-022-1520](#)

[OAR 581-022-1640](#)

No Child Left Behind Act of 2001, P.L. 107-110, Title I, Sections 1111-1120B.

**Cross Reference(s):**

KH - Donated Funds or Other Items of Value