

# **CHERRY HILL PUBLIC SCHOOLS**

Cherry Hill, New Jersey

## **POLICY 6161.1**

### **GUIDELINES FOR EVALUATION AND SELECTION OF INSTRUCTIONAL MATERIALS**

The Board of Education believes that instructional materials should support and enrich the curriculum and make possible the achievement of the district's instructional goals. The chief school administrator shall develop procedures for continual review of new materials being offered and evaluation of those already in use to ensure that the printed resources used in this district are up to date, address Cherry Hill Standards and Benchmarks and New Jersey Core Curriculum Content Standards in the factual matter they present, and further the district's instructional goals. Textbooks and instructional materials should be judged by additional standards which shall include, but not be limited to:

- A. Does the material reflect the district's affirmative action/equity policy, which prohibits the teaching or encouragement of bias based on any categories listed in law or board policy?
- B. Does it provide for appropriate and effective instruction and instructional adaptations designed and delivered for students with disabilities, limited English proficiency, or gifted and talented students?

The review process shall:

- A. Be conducted with the input of teaching staff members, particularly those teachers who will be using the materials as an integral part of the instructional program;
- B. Include a written review of the material which shall reflect the consensus of the teaching staff involved in the review;
- C. Provide an opportunity for public inspection of the recommended materials.

The chief school administrator and/or designee shall develop administrative rules outlining a procedure for the selection of instructional materials which meets the above criteria. Instructional materials used within the district should be sufficient in quantity and scope to meet the needs of every pupil in the district.

The Board, by law, makes the final selection decision. However, prior to final adoption, the recommendations resulting from each review will be given thorough consideration.

Any citizen who objects to the final selections made by the board should follow the procedures outlined in Policy 6161.2: Citizen's Request for Reconsideration of Instructional Materials regarding instructional materials.

**Policy 6161.1: Guidelines for Evaluation and Selection of Instructional Materials**  
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*Legal References:*

*N.J.S.A. 18A:4-25 Prescribing minimum courses of study for public schools; approval of courses of study*

*N.J.S.A. 18A:33-1 District to furnish suitable facilities; adoption of courses of study*

*N.J.S.A. 18A:34-1 Textbooks; selection; furnished free with supplies; appropriations*

*N.J.S.A. 18A:35-1 et seq Curriculum and courses*

*N.J.A.C. 6A:7-1 et seq.[6:4-1.3(e, f)] Policy development*

*N.J.A.C. 6:8-4.10 State and Federally mandated programs and services*

*N.J.A.C.6A:23-6.1 [6:20-6.]1 et seq. Purchase and loan of textbooks*

*(over)*

*New Jersey State Board of Education Resolution, September 5, 1984, encourages local boards to scrutinize their textbook selection process to ensure that instructional materials are not racially or sexually biased.*

Adopted: 12/19/00

Amended: 2/22/05