

1 **Potomac Elementary**

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3 **INSTRUCTION**

2311P

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5 Selection, Adoption, and Removal of Textbooks and Instructional Materials

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7 The Principal will generally be responsible to recommend textbooks and major instructional
8 materials purchases. Recommendations will be made to the Board.

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10 Selection and Adoption

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12 The selection criteria should include the following, along with other appropriate criteria.
13 Textbooks shall:

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- 15 • Be congruent with identified instructional objectives;
 - 16 • Present more than one viewpoint on controversial issues;
 - 17 • Present minorities realistically;
 - 18 • Present non-stereotypic models;
 - 19 • Facilitate the sharing of cultural differences;
 - 20 • Be priced appropriately.

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22 Removal

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24 Textbooks may be removed when they no longer meet the criteria for initial selection, when they
25 are worn out, or when they have been judged inappropriate through the Learning Materials
26 Review Process.

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30 Policy History:

31 Adopted on: November 8, 2010

32 Reviewed on:

33 Revised on: