

YORK COUNTY SCHOOL OF TECHNOLOGY

SECTION: PROGRAMS
 TITLE: ADOPTION OF TEXTBOOKS
 ADOPTED: August 30, 1984
 REVISED: November 22, 1993
 December 18, 2003

108. ADOPTION OF TEXTBOOKS	
<p>1. Authority SC 508, 803, 1850.1</p>	<p>It is the responsibility of the Joint Operating Committee to adopt all textbooks used for instruction in the educational program of the school. All school textbooks shall be adopted by the Joint Operating Committee at a regular public meeting between the first day of April and the first day of August following. Such books, so adopted, shall be provided for the use of the school at the beginning of the school term next following.</p>
<p>2. Definition</p>	<p>For purposes of this policy, textbooks shall be defined as those books which are to be used as the basic source of any information in any class.</p>
<p>3. Delegation of Responsibility SC 803</p>	<p>The Administrative Director shall be responsible for the selection and recommendation of textbooks for Joint Operating Committee consideration. No adoption or change of textbooks shall be made without the Administrative Director's recommendation, except by a two-thirds vote of the Joint Operating Committee.</p> <p>The Administrative Director or designee shall develop and implement a plan for the selection of textbooks, which includes consultation with the teachers under his/her supervision.</p>
<p>4. Guidelines</p>	<p>Guidelines for selecting textbooks may include the following:</p> <ol style="list-style-type: none"> 1. Professional staff members selected by the Director or designee shall participate in the selection process. 2. Textbooks with copyright dates more than five (5) years old shall be reviewed for their continuing suitability. 3. The staff shall continually research new sources of textbooks. 4. Textbooks currently in use shall be evaluated periodically for their continuing usefulness and relevance. <p>In considering the approval of any proposed textbook, the Joint Operating Committee will evaluate its:</p> <ol style="list-style-type: none"> 1. Suitability for the maturity level and educational needs of the students who will be using the book. 2. Freedom from bias.

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<p>School Code 508, 803, 1850.1</p> <p>Joint Operating Committee Policy 105.1</p>	<ul style="list-style-type: none">3. Relationship to the curriculum.4. Cost.5. Appearance and durability. <p>A list of all approved textbooks shall be prepared and maintained in the High School Office. It shall be reviewed periodically by the Administrative Director or designee and made available for the information of the professional staff and Joint Operating Committee.</p> <p>Books supplementary to the textbooks regularly adopted may be adopted and purchased for use in the school at any time. Such supplemental books shall be adopted in the same manner as textbooks are herein required to be adopted.</p>
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