

SECTION: PROGRAMS

TITLE: RESOURCE MATERIALS

ADOPTED: JULY 18, 1994

REVISED: AUGUST 19, 2002
February 20, 2017

Lebanon School District

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| | 109. RESOURCE MATERIALS | 1 |
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| 1. Purpose | The Board shall provide instructional and | 3 |
| SC 803 | evaluative sources to implement, support, and | 4 |
| Title 22 | enrich the state, district, and school educational | 5 |
| Sec.5.7 | standards. | 6 |
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| 2. Authority | Such materials shall include library books, | 8 |
| | reference books, supplementary titles, audio- | 9 |
| | visual materials, maps, computers, iPads, | 10 |
| | electronic media and applications, and other | 11 |
| | educational resources. | 12 |
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| 3. Delegation | The Superintendent or designee, after | 14 |
| of Respon | consultation with the library media specialists | 15 |
| sibility | and appropriate staff, shall be responsible for | 16 |
| SC 803 | the selection, recommendation, and maintenance of | 17 |
| | all resource materials. No adoption or change of | 18 |
| | materials shall be made without his or her | 19 |
| | recommendation, except by a two-thirds vote of the | 20 |
| | Board. | 21 |
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| | The Superintendent or designee shall develop | 23 |
| | selection procedures which: | 24 |
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| | appoint appropriate administrative and | 26 |
| | instructional staff to select resource | 27 |
| | materials; | 28 |
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| | ensure that the Board's budgetary allotment | 30 |
| | for resource materials is efficiently spent | 31 |
| | and wisely distributed throughout the | 32 |
| | instructional program; | 33 |
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| | ensure an inventory of resource materials | 35 |
| | that is well-balanced and well-rounded in | 36 |
| | coverage of subject, types of materials, and | 37 |
| | variety of content; | 38 |
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| | evaluate the effectiveness of resource | 40 |
| | materials presently in use; and | |
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| | direct staff to consult a variety of | |
| | evaluative sources before selections are made. | |
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| 4.Standards | <p>The Superintendent or designee is directed to apply the following criteria to the selection of resource material:</p> <p>Materials shall be suited to the varied interests, abilities, reading levels, and maturation levels of the pupils to be served.</p> <p>Wherever possible, materials shall represent the many religious, ethnic and cultural groups and their contribution to American heritage.</p> <p>Wherever possible, materials shall be selected to provide opposing views on controversial issues so that students may develop critical reading and thinking skills.</p> <p>Materials shall be factually accurate and of genuine literary or artistic value.</p> <p>Materials shall be of a quality and durability appropriate to their intended use and longevity.</p> | 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 |
| 5.Challenged Materials | <p>Materials shall relate to, support, and enrich the courses of study adopted by the Board.</p> <p>The Superintendent or designee shall appoint an Instructional Materials Review Committee which shall meet at the call of the Superintendent or designee upon receipt of a complaint or challenge of specific materials.</p> <p>A complaint shall be made in writing using the appropriate forms provided for this purpose. The form shall be completed and sent to the Superintendent or designee. A copy of the complaint shall be forwarded to the appropriate principal or librarian.</p> <p>The Superintendent or designee shall, within ten (10) days of receipt of the complaint, convene a meeting of the Instructional Materials Review Committee to review the complaint. The committee shall recommend one of the following courses of action:</p> <ol style="list-style-type: none"> 1. Withdraw the item from use in the District. 2. Retain the item in use. 3. Withdraw the complaint at the request of the complainant. | 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 |
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The Instructional Materials Review Committee shall submit its written recommendation to the Superintendent or designee who will make the final decision and report same to the complainant.

The complainant or any staff member may appeal the decision to the Board, through the Superintendent or designee.

Final disposition of the case shall be made within forty-five (45) calendar days of the receipt of the complainant's completed request by the Superintendent or designee.

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LEBANON SCHOOL DISTRICT
Lebanon, Pennsylvania 17042

CITIZEN'S REQUEST FORM FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

Material Questioned

Book: Author _____ Title _____
Publisher _____ Copyright _____

AV Material: Kind of media _____ Title _____
Publisher _____ Copyright _____

Other Material: Identify _____

Request initiated by: _____

Address: _____ Telephone: _____

Representing: Self _____
Group or Organization _____
Name _____

1. To what in the work do you object? (Please be specific-cite pages)

2. Did you read the entire work? _____ What parts? _____

3. What do you feel might be the result of reading this work?

4. For what age group would you recommend this work? _____
5. What do you believe is the theme of this work? _____

6. Is there anything worthwhile about this work? (Please be specific-cite pages)

7. Are you award of judgments of this work by literary critics?

8. In its place, what work would you recommend that would convey as valuable a picture and perspective of the subject treated?

Date _____ Signature _____