

In order to help fulfill the educational goals and objectives of the school system, the Board strives to provide instructional materials that will enrich and support the curriculum and enhance student learning. Educational materials should be representative of the rich diversity of our nation and appropriate for the grade level, developmental level, and abilities of the students as determined by the school district staff as provided below.

Educational materials constitute all materials, whether print, non-print, digital or any combination thereof, used in the instructional program. For purposes of this policy, educational materials will be divided into two categories: instructional and supplementary materials.

**A. SELECTION OF INSTRUCTIONAL MATERIALS**

Instructional materials are systematically organized materials comprehensive enough to cover the primary objectives outlined in the current statewide instructional standards for a grade or course. Formats may be print, non-print or digital media, including hardbound books, softbound books, activity-oriented programs, classroom kits and technology-based programs or materials that require the use of electronic equipment in order to be used in the learning process. Technology-based programs may include subscription or web-based materials. The **Media and Technology Advisory Committee (MTAC)** shall ensure that digital content aligns with and supports the state curriculum and meets all technological infrastructural requirements. Selections shall be made to promote and maintain consistency in availability of digital media among schools. State-approved textbooks will be used as the primary means to help students meet the goals and objectives of the current statewide instructional standards.

**B. SELECTION OF SUPPLEMENTARY MATERIALS**

Supplementary materials are instructional and learning resources selected to complement, enrich or extend the curriculum in accordance with Procedure 3200-R. Such resources include, for example, specialized materials selected to meet diverse needs, or rapidly changing circumstances, library materials, digital resources, and the school system's media collection. Using this policy and Procedure 3200-R, principals shall address any issues regarding classroom collections and teacher-selected resources for individual classes. To ensure the highest quality in the selection of material for a comprehensive collection appropriate for all users, selection will place educational benefit over personal opinion and reason over prejudice.

1. Objectives for Selection of Supplementary Materials

The procurement of materials must be accomplished in accordance with law, including the First Amendment of the United States Constitution; Board educational goals; Board purchasing and accounting policies; and established selection guidelines,

2. Process and Criteria for Selecting Supplementary Materials

The responsibility for the selection of supplementary materials is guided by Board policy and delegated to the professional staff under the ultimate direction of the Superintendent or designee. Selections will be made primarily at the school level with the involvement of a school's **Media and Technology Advisory Committee (MTAC)**. The objectives and criteria for the selection of supplementary materials are listed in Board procedure 3200-R. Using the same objectives and criteria set forth herein and in Procedure 3200-R, the Superintendent or designee retain ultimate authority regarding all issues related to supplementary material. The **Media and Technology Advisory Committee (MTAC)** will be comprised of the school's Principal and **School Media Coordinator**, District Media Lead and will include teachers and instructional support personnel representing various subject areas and grade levels, parents. Students also should be involved when feasible.

The selection process used by the committee will include: (1) an evaluation of the existing collection; (2) an assessment of the available resource and curriculum needs of the school; (3) consideration of individual teaching and learning styles; and (4) consideration and evaluation of recommendations of school personnel and students from all relevant departments and grade levels. In coordinating the selection of resources, the committee should use reputable, unbiased selection tools prepared by professional educators and should arrange, when possible, for firsthand examination of resources to be purchased.

**C. REMOVAL OF OUTDATED SUPPLEMENTARY MATERIALS**

To ensure that the supplementary media collection remains relevant, the media and technology professionals, assisted by the **Media and Technology Advisory Committee (MTAC)**, shall review materials routinely to determine if any material is obsolete, outdated or irrelevant. The school **Media and Technology Advisory Committee (MTAC)** should remove materials no longer appropriate and replace lost, damaged and worn materials still of educational value. Materials may be removed only for legitimate reasons and subject to the limitations of the First Amendment

**D. ACCEPTANCE OF GIFT MATERIALS**

Supplementary materials offered as a gift will be reviewed pursuant to the criteria outlined in this policy; Procedure 3200-R, policy 8220, Gifts and Bequests; and any regulations established by the Superintendent or designee. Gift material may be accepted or rejected by the Board based upon such criteria and the usual selection criteria.

**E. CHALLENGES TO TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

Challenges to materials will be addressed pursuant to policy 3210, Parental Inspection of and Objection to Instructional Materials.

Legal References: U.S. Const. amend. I; N.C. Const. art. I, § 14; G.S. 115C art. 8 pt. 1; 115C-45, -47, -98, -101; *Board of Education v. Pico*, 457 U.S. 853 (1982); State Board of Education Policy TEXT-000; *Impact: Guidelines for North Carolina Media and Technology Programs*, North Carolina Department of Public Instruction (2005);

Cross References: Goals and Objectives of the Educational Program (policy 3000), Parental Inspection of and Objection to Instructional Materials (policy 3210), School Improvement Plan (policy 3430), Gifts and Bequests (policy 8220)

Adopted: June 9, 1997

Revised: August 14, 2000, August 8, 2011, January 9, 2017, January 14, 2019,  
**September \_\_\_\_, 2022**

**Note: NCSBA policy adopted with significant changes.**