

GREATER JOHNSTOWN CAREER & TECHNOLOGY CENTER

SECTION: PROGRAMS

TITLE: RESOURCE MATERIALS

ADOPTED: October 23, 2007

REVISED:

109. RESOURCE MATERIALS	
<p>1. Purpose SC 803, 1850.1 Title 22 Sec. 4.13</p>	<p>The Joint Operating Committee shall provide instructional and evaluative materials to implement and support the center's educational goals, academic standards and established competencies.</p>
<p>2. Definition</p>	<p>Resource materials shall include reference books, supplementary titles, multimedia materials, maps, library books, software and instructional material.</p>
<p>3. Delegation of Responsibility SC 803</p>	<p>The Administrative Director, after consultation with the administrative and teaching staff, shall be responsible for the selection, recommendation, and maintenance of all resource materials. No adoption or change of materials 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 selection procedures for resource materials.</p>
<p>4. Guidelines</p>	<p>Selection procedures for resource materials shall be developed which:</p> <ol style="list-style-type: none"> 1. Appoint appropriate administrative and instructional staff to select resource materials, subject to the approval of the Administrative Director. 2. Ensure that the Joint Operating Committee's budgetary allotment for resource materials is spent efficiently and distributed equitably throughout the programs. 3. Ensure an inventory of resource materials that is well-balanced and well-rounded in coverage of subject, types of materials, and variety of content. 4. Evaluate the effectiveness of resource materials presently in use. 5. Direct staff to consult a variety of media sources before selections are made.

<p>Pol. 107</p> <p>Pol. 105.1</p>	<p>Resource materials shall be selected in accordance with the following guidelines:</p> <ol style="list-style-type: none">1. Materials shall be factually accurate and of genuine literary, academic or artistic value.2. Materials shall be of a quality and durability appropriate to their intended use and longevity.3. Materials shall relate to, support, and enrich the courses of planned instruction adopted by the Joint Operating Committee. <p>A listing of all resource materials shall be made available for the information of the professional staff, Joint Operating Committee members, students and parents/guardians.</p> <p><u>Challenged Materials</u></p> <p>The following guidelines will be used when dealing with questioned materials:</p> <ol style="list-style-type: none">1. The final decision for controversial or questioned materials is the responsibility of the Joint Operating Committee and will be decided after careful consideration and discussion of the material with administrators, staff and other involved individuals.2. No parent/guardian or group of parents/guardians has the right to determine the instructional and/or reading material for students other than their own children. An individual parent/guardian has the right to request that his/her child not be required to read a specific book. Such a request must be given in writing to the appropriate administrator.3. Parents/Guardians who question the use of any instructional material must make such a request in writing on forms provided through the administrative assistant's office. Requests to reconsider instructional material will be channeled from the administrative assistant to the Administrative Director and to the Joint Operating Committee. <p>References:</p> <p>School Code – 24 P.S. Sec. 803, 1850.1</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.13</p> <p>Joint Operating Committee Policy – 105.1, 107</p>
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