

TERRELL COUNTY BOARD POLICY
Textbook Selection and Adoption

Descriptive Code: IFAA
Date: 2/13/2012
Rescinds Code: IFAA
Date Issued: 7/14/1997

A designated group (subject area teachers, school administrators, and the curriculum director) is responsible for evaluating materials and making recommendation to the local Board of Education concerning textbook adoptions. The overall textbook adoption process is coordinated by the Terrell County Curriculum Director.

Criteria for judging books and making recommendations must include appraisals of the content, the resource material and cost efficiency of the textbook. The building level core committees are designated as having the primary responsibility for evaluation materials for the school, recommending implementation plans, narrowing selections for preview (if appropriate), attending textbook fairs, meeting with and discussing information with staff and CD, reporting grade level selections to CD and making adoption recommendation to the BOE via the CD office.

Textbooks will be adopted within 18 months of the time textbook listings are provided by the State Board. State textbook funds may be used to purchase the following:

1. Textbooks from the state's recommended list, or other books, provided the additional procedures described under this policy are met.
2. Textbooks for special education students to support these students' individualized education programs (IEP's).
3. Textbooks for advanced placement courses.
4. Textbooks for state-funded courses for which no books have been state adopted.

The Terrell County Board of Education authorizes the Superintendent to dispose of textbooks in the manner that best suits the school system's needs provided the school system receives some value for the disposed textbooks. The value may be monetary or otherwise, including but not limited to recovery of space where the books would have to be stored. Disposal may include landfill disposal or having students or others pick books up that have been earmarked for disposal. The disposal must be approved by the Superintendent or Superintendent's designee.