	INSTRUCTION Selection, Evaluation, and Adoption of Instructional Materials	Policy #	IIAA
		Implemented	November 1975
		Reviewed/Updated	2/8/1978 4/12/2017
Page #	Page 1 of 2		
Procedure Owner	Director of Curriculum and Instructional Resources	Expiration/Review	Reviewed triennially

Policy

1. Purpose

To establish a uniform, county-wide policy which governs the guidelines for the selection, evaluation, and adoption of instructional materials.

2. Definitions

None

3. Policy Statement

The Board of Education of Carroll County recognizes that instructional materials should effectively support and enrich the educational programs of the school system. Instructional materials are defined as instructional content approved for system-wide use and provided to the student regardless of format, including printed or digital materials.

4. Exceptions

There are no exceptions to this policy.

5. Guidelines

None

6. Reports


Each June, the Director of Curriculum and Instructional Resources will submit a list of recommended textbooks and instructional materials to the Board of Education for adoption.

7. Expiration/Review

This policy will be reviewed at the end of three years, or sooner.

8. Delegation of Authority

The superintendent/designee has the responsibility for enforcing this policy by communicating it to all relevant parties and by providing necessary instructions and/or administrative regulations (if appropriate), to all staff members.

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Page #	Page 2 of 2		
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9. *References*

- a. Section 7-106, Public School Laws of Maryland
- b. COMAR 13A.04.05.05, Education That is Multicultural; Criteria for Instructional Materials
- c. COMAR 13A.04.18.03, Program in Comprehensive Health Education
- d. COMAR 13A.05.02, Administration of Services for Students with Disabilities
- e. Supreme Court Decision, Island Trees Union Free School District v. Pico
- f. Board Policy IHAA, Reading Policy
- g. Board Policy IHB, Writing Policy
- h. Board Policy IGAB, Family Life and Human Development
- i. Board Policy AF, Student Data Privacy
- j. Board Policy IGA, Curriculum Development