

607: Textbook and Instructional Materials

1. Purpose:

St. George Academy will adopt textbooks and instructional materials that are in alignment with content philosophy and instructional strategies of the Utah State Core curriculum. These materials will be used as a source of study and provide adequate coverage of course content.

2. Policy:

Students will have access to current textbooks and support materials through the school's participation in efficient textbook adoption procedures for all content areas.

3. Procedure:

3.1. Textbook selection procedures shall include:

3.1.1. Faculty and department participation in a textbook adoption cycle for the subject areas and grade levels.

3.1.2. Recommendation of textbooks and other instructional materials that support the core and accompanying curricula.

3.1.3. SGA shall have the discretion to select instructional materials for use by the school. The school may select instructional materials recommended by the State School Board or other instructional materials it considers appropriate to teach the core curriculum.

3.1.4. Prior to purchase, instructional software programs will be reviewed by to the appropriate faculty to consider their appropriateness for grade level and technology support.

3.1.5. An inventory of all textbooks is to be done at the end of each school year to assist in verifying inventory accuracy.

3.2. Establishment of procedures for the reuse or disposal of textbooks.

3.2.1. At the end of each school year, faculty shall furnish to the Administration a list of unused, damaged or obsolete textbooks.

3.2.2 Administration will alert other faculty members that the texts are available for reuse.

3.2.3 If no SGA faculty member claims the texts, SGA will then alert other schools as to the school's intent of textbook disposal as required in [Utah Code 53A-12-207](#).

3.2.4 Texts damaged beyond use will be recycled appropriately.