

No. 108-AR  
SCHOOL DISTRICT OF SPRINGFIELD TOWNSHIP  
ADMINISTRATIVE RULE

108-AR. ADOPTION OF TEXTBOOKS

Textbooks\* will be purchased for use in the School District of Springfield Township schools by the Board of School Directors upon the recommendation of the Superintendent.

\*Per Board policy "108. Adoption of Textbooks," textbooks will be defined as those resources which may or may not be "books" and which are required as the core source of information or learning experience.

The following procedure will be followed in the selection of text books:

1. Textbooks are previewed by a committee of teachers and administrators, including the Director of Curriculum and Staff Development. Teacher representation includes individuals who will be responsible for using the textbooks and teachers of the same subject area working at different grade levels. Teachers of other subject areas and other professional staff (such as librarian) may also participate.
2. The committee's recommendation to purchase a textbook is made to the Director of Curriculum and Staff Development.
3. The Director of Curriculum and Staff Development makes a recommendation to purchase the textbooks to the Superintendent, who recommends approval by the Board of School Directors.
4. The Board of School Directors allows thirty (30) days to pass prior to approval. During this thirty day period, any member of the public may , upon request, review the textbook(s) under consideration.