



Supplementary Materials Selection and Adoption

The Park West School Division recognizes that knowledge is changing and expanding and that it may be necessary to use various types of supplementary materials in addition to the basic and fundamental textbooks approved by the Minister.

For the purpose of this policy, supplementary materials shall be defined as any instructional materials other than textbooks, including, but not limited to books, periodicals, newspapers, pictures, diagrams, maps, charts, slides, filmstrips, films, audio, video, digital recordings, and the Internet and computer programs.

The Board believes that teachers and administrators should have a significant role in selection and recommendation of supplementary materials. Teachers are encouraged to use a wide range of learning aids, provided the expense incurred in purchasing these aids remains within the limits of the budget.

The selection of materials for use within a school shall be the responsibility of the principal and staff. In the case of sensitive materials, the principal shall discuss the content and intended use with the Superintendent/CEO. The Board of Trustees is to be kept informed of the foregoing and may make recommendations regarding the appropriateness of the intention. A similar process shall be followed when dealing with personal presentations associated with such materials or subjects. In general, the approaches advocated in presentation of the Family Life curriculum shall serve as a guide.

"Sensitive materials" shall be understood as those media items (posters, books, magazines, audio or visual tapes) which may be considered "sensitive" due to the nature of their content. Such materials may contain reference to issues of sexuality, violence, family structure, family crisis, etc.

Instructional resource selection shall consider copyright rules. Park West School division has adopted the Canadian Ministers of Education, Canada (CMEC) Copyright Consortium Fair Dealing Guidelines that permit the use of copyright-protected work without permission from the copyright owner or the payment of copyright royalties.