

Instructional Materials Approval Process

Revised 8/23/2023



HB 1069, HB 1557, and School Board Policy 03-03D should be used when reviewing Supplementary Instructional Materials.

Teacher Professional Judgement No approval necessary

- Supplementary articles, passages, resources
- Video clips under 15 minutes
- Read Aloud picture books

School Level Approval Only Movies and Guest Speakers

- Video clips more than 15 minutes (MIS 1090 B)
- Guest Speakers (MIS 1090 C)
- If approved by Principal (and if needed, School Media Review Committee), the teacher will then send home a Parent Permission form

School Level and District Media Specialist Approval Required Novel and Chapter Books

- Any instructional novel or chapter book being read by students or to students (e.g., Read Aloud) must have MIS 1090 A Board Policy 03-01 with Principal approval (and if needed, School Media Review Committee) **before** being submitted to the District Media Specialist for approval.
- If approved by District Media Specialist, the teacher will then send home a Parent Permission form.