

CASWELL COUNTY SCHOOLS BOARD OF EDUCATION POLICY	<u>CURRICULUM AND INSTRUCTION</u> Curriculum Development and Media Materials Appeal	625
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The Caswell County Board of Education recognizes that it is essential to continually review, develop, and adapt the curriculum to meet the changing needs and diversity of students. The Board encourages and supports the professional staff in their efforts to investigate new curricular ideas, develop improved programs, and evaluate results.

The Superintendent or his designee shall be responsible for the development of curriculum for the School System and shall establish a procedure to ensure broad-based input from the professional staff and other groups in the curriculum development process.

The Board establishes the following guidelines:

1. The curriculum shall contain all content required by the State Department of Public Instruction.
2. The curriculum shall provide for the needs of all students, to the extent feasible, based upon available resources.
3. The Basic Education Program shall be implemented, based upon resources appropriated.
4. All course offerings, which do not have a North Carolina Standard Course of Study or a Career-Technical Blueprint, shall be approved by the Caswell County Board of Public Education.
5. The development and/or revision of all instructional programs shall be submitted and approved by the Caswell County Board of Public Education.
6. The professional staff is encouraged to seek improvement of educational programs through all appropriate means, including carefully designed experimental programs. Pilot studies must have the approval of the Superintendent or his designee, unless they represent a minor departure from existing programs. Any such programs requiring additional personnel positions, changes in authorized positions, or the transfer of authorized funds must have Board approval.

Instructional Materials - Textbooks

Regulations and guidelines governing the selection, adoption and distribution of textbooks shall conform to policies and regulations established by the State Board of

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Education. Textbooks shall be selected from among those adopted by the State Board of Education unless there is not an approved text for a particular course.

Instructional Materials - Media

Responsibility for the selection of supplementary textbooks, library books, periodicals, and other instructional materials is assigned to the professional staff. Each school shall establish a Media Advisory Committee to consider and make recommendations regarding the procurement of these materials.

Appeal to the Board - Media Materials

After a Citizen’s Request for Reconsideration of Educational Media has been processed at the School and Superintendent levels, the complainant may request review at the School Board level if not satisfied with the Superintendent’s decision. The process to be used by the Board is outlined below.

Upon receiving the grievant’s request to be heard by the Board, the Superintendent will present to the Board the request to be heard together with copies of the original complaint and decisions from Levels One and Two. After examining this material, the Board shall schedule a hearing to be held within thirty-five (35) calendar days of the Board’s receipt of the request (EXCEPTION: If the full Board hears the request, time is extended to sixty (60) days) and the grievant will be given written notice of the date, time, and place of the open hearing. No new evidence, verbal or written, may be presented by either party without the knowledge of both parties. The Board of Public Education shall furnish a written decision within ten (10) workdays following the hearing, which decision may affirm or modify the decision of the Superintendent. The decision of the Board of Public Education shall be final. In all such appeals, it shall be the duty of the Board of Public Education to assure that a record of the hearing is properly entered in the records of the Board conducting the hearing.

NOTE: If complainant is represented by legal counsel, the Board shall have legal counsel present.