

Board of Education

The local board of education is charged with the legal responsibility for textbook selection. In practice, many boards have delegated this responsibility to their superintendent. In larger districts, an assistant superintendent in charge of instructional materials may be assigned this responsibility. Final responsibility for textbook adoptions is of course retained by the local board of education which acts upon the recommendation of the superintendent. His recommendation follows the completion of the study by the textbook selection committee. The local board, representing as it does a broad cross section of the community, is in a unique position in terms of understanding local needs. The local board decision on textbook adoption thus has a firm, dual basis in legal responsibility and community empathy.

Superintendent of Schools

The superintendent is a key person in the total process of textbook selection. He is in a position through contacts with principals, supervisors, teachers, and parents to be aware of weak instructional areas within the school system. Too often, textbooks which constitute a major instructional tool have been selected and remain in use until obsolete or out-of-print. The superintendent, in his official capacity, is able to address the problem of textbook change in terms of the needs of an ever-changing, dynamic society. He will have responsibility for choosing the committee to serve employing criteria as enumerated. The guidelines developed for selection procedures will be the result of preliminary planning involving the superintendent and his staff. Specific guidelines need to be established for textbook selection based on local need in terms of the school population. Additional criteria will be necessary in specific subject matter areas.