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**I. PURPOSE**

This policy establishes the protocol for the selection and review of instructional materials at Athlos Academy of Jefferson Parish.

**II. DEFINITIONS**

- A. Instructional Materials: Systematically arranged content in text, digital, and audio format which may be used within the state curriculum framework for courses of study by students. These materials:
1. Shall be appropriate for student use;
  2. May be accompanied by or contain teaching guides and study helps;
  3. Shall include all textbooks, workbooks, online resources, and student materials necessary for full participation in coursework, including non-secure tests, assessments, and surveys; and
  4. Shall be high quality and shall support research-based and effective instructional strategies.
- B. Survey: Any evaluative instrument or questionnaire that is not an assessment of academic knowledge, skills, or abilities, administered as part of a state, national, or international assessment or by itself.

**III. POLICY**

- A. The Lead School Administrator is responsible for the selection and review of instructional materials in order to enrich and support the Prepared Mind Pillar curriculum and state academic standards.
- B. All instructional materials shall be selected in conformance with:
1. Applicable state and federal laws and state academic standards; and
  2. Athlos Academy of Jefferson Parish's Prepared Mind Pillar learning standards.
- C. Instructional materials shall:
1. Provide comprehensive coverage of course content;
  2. Remain consistent with the varied needs, abilities, and maturity levels of students;
  3. Stimulate student growth in conceptual thinking, depth of knowledge, factual accuracy, physical fitness and literary and ethical standards;
  4. Foster respect and appreciation for cultural diversity of American life and varied perspectives;

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5. Present objectively the concerns of and build upon the contributions, current and historical, of both sexes, and members of religious, ethnic and cultural groups;
6. Monitor and modify in all instructional materials, bias pertaining to the groups protected in the school's *Equal Education Opportunities Policy 5103*.

D. The Lead School Administrator is responsible for:

1. Examining donated instructional material from outside entities or individuals to insure that such materials meet the criteria established by this policy;
2. Reviewing the selection of supplementary instructional materials selected by teachers (i.e. student reading lists); and
3. Ensuring that all students receive adequate study in the Declaration of Independence of the United States of America in their time in elementary school.

E. Parental Access to Instructional Materials:

1. A parent of a child attending Athlos Academy of Jefferson Parish shall be entitled to access instructional materials as provided by LA. R.S. 17:355. A parent shall be entitled to:
  - a. Review any instructional materials used by or administered to the parent's child;
  - b. Review any survey before the survey is administered or distributed by a school to a student.
2. The Lead School Administrator shall develop and maintain pertinent administrative regulations and procedures governing parental access to instructional materials.
  - a. At a minimum, such regulations and procedures shall specify reasonable hours for review, that instructional materials shall be provided upon reasonable request of the parent, and reasonable and customary fees for copying of material(s) requested.
  - b. Nothing shall prohibit or interfere with the parent making his/her own copies on school premises using any mobile or other device.

**Legal References:**

Constitution of Louisiana, Art. VII, '13

[LA. R.S. 17:81](#) (*General powers of local public school boards*)

[LA. R.S. 17:268](#) (*Declaration of Independence and Federalist Papers*)

[LA. R.S. 17:355](#) (*Parental access to instructional materials*)