

HARLAN COUNTY HIGH SCHOOL SBDM COUNCIL POLICY

COUNCIL POLICY TYPE	POLICY NUMBER
<input type="checkbox"/> By-Laws (Council Operational Policy)	
<input checked="" type="checkbox"/> Function (School Operational Policies)	<i>HC 054</i>

POLICY TOPIC DESCRIPTION

Instructional Materials /Supplies, Equipment, Textbooks and Student Support Services

POLICY STATEMENT

Instructional materials, supplies, and equipment

In August of each school year the SBDM Council will allot each fulltime teacher Instructional Monies to meet classroom and student needs.

Itinerate teachers, part time teachers, etc, will receive Instructional monies based on their percentage of time at this school (i.e. a .5 teacher would receive monies directly in proportion to their school time assignment).

Instructional staff will be responsible for selection of classroom materials that correspond with their teaching assignments and student needs.

Any monies remaining on Oct. 1 will revert to the Instructional Monies budget. Council will then decide how the remaining monies are to be spent.

The Academic Performance Committee will be responsible for the selection of instructional materials and program implementation that is school wide or affects an entire student grouping. (i.e. Freshman, Sophomore, Junior, and Senior).

The teaching staff will have access to materials, supplies, and equipment. The materials, supplies, and equipment (including copiers) will be housed in a central location that is easily accessible by the teaching staff. If the equipment is housed in a locked area, school administration will ensure teacher e provided a key to access the materials, supplies, and equipment.

Student Support Services

All student support services must support the school, district and state instructional goals for student proficiency.

The SBDM Council will be responsible for the determination of programs within the school including but not limited to:

- Extended School Services- the proposed ESS plan
- Day –time waiver
- Tutoring Programs
- 21st Century, etc, (based on the approved application)
- Grants/requests for funding under state and federal guidelines in collaboration with the district office.
- Private grant fund requests
- Any program implemented during the regular school day.

Textbooks

School instructional staff from appropriate core content areas will attend the district-wide textbooks adoption meetings annually. The instructional staff from the content area will make recommendations to the SBDM Council on the selection of textbooks. Consideration will be given to gratis materials and supplies supplied by the textbook company for the content area. The consideration of electronic books will be considered as the evolution of paper book copies are moving toward a paperless society. The SBDM Council will consider the textbook recommendation, budget, and district trends in making and finalizing their textbook selections. The school leadership will be responsible for completing the Purchase orders and the order process through the district offices.

KRS 160.345 (2) (g) RD

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5-24-13 1 st Reading	6-25-13 2 nd Reading For Adoption
Bob Howard Council Chairperson	Bob Howard Council Chairperson