



Review/ Selection Process for Literary Work

For Use in HPHS English Department

RATIONALE:

As part of our ongoing work to provide the best possible instructions for our students as they progress through grades nine through twelve, we strive to align our curriculum both horizontally and vertically, reducing gaps and needless repetition. We have met over the course of several years in both our grade level teams and collectively in grades 7 – 12 and have determined a graduated continuum of skills and texts appropriate for our students in the Highland Park Independent School District.

Protecting the integrity of curriculum comes from every teacher's conscientious implementation of our curricular goals and instructional materials. We strive to select the best texts to teach the TEKS and the HPISD objectives. We have also studied our classroom ancillary texts carefully to ensure they reflect values that fit to the community we serve and support HPISD's Mission, Vision, and Profile of the Learner of the Future.

As we hone our program, the following delineates the process we will follow in requesting a major text selection for ROR, curriculum study, or summer reading.

PROCEDURE:

- 1. Teachers carefully consider the following regarding new texts:**
 - Grade-level and ability-level appropriateness
 - Relevance to course's enduring understanding(s)
 - Relevance to course's curriculum
 - Why the text *best* addresses the above elements
 - Which literary techniques are exemplified in the proposed selection?

- 2. Teachers propose book to grade-level team(s), gain feedback and support before taking to the larger, more formal committee.**
 - Everyone on the team should be familiar with the content, style, and rationale of all proposed selections.

- 3. Teachers submit to Department Chair a text rationale for consideration of text.**
 - The proposal should be authored by all teachers who have met and who are involved in literature proposal.
 - The new text should have been read in its entirety by all involved in the proposal.
 - Rationales should include the following:

- Explanation of the selection’s literary merits and instructional benefits
- Descriptions of specific classroom activities text will generate
- Age/ability appropriateness
- Explanation of how text fits into the course’s philosophy and enduring understandings
- TEKS/STAAR/HPISD curricular objectives the proposed text supports
- Statements clarifying any potentially controversial segments (issues related to language often deemed "vulgar," nudity, sexuality, violence) and why the text remains a suitable choice, despite being potentially controversial.
- Notations of language or scenes that might be viewed by as objectionable should be highlighted in the text and indicated by page number.
- Annotated copy of the book.

4. Book Selection Committees are formed.

- The teacher(s) proposing the literary piece will facilitate the review committee.
- One committee is established per proposed book. Several committees may occur simultaneously. Individual committees establish a timeline for reading the book and book discussion date that allows recommendations to be submitted in accordance with the book review timeline (see below).
- Book selection review committees of 5-8 participants will consist of HPISD parents and faculty members. Each committee will contain members nominated by each of the following HPISD parent and community groups
 - HPISD Literature Festival Committee
 - HPHS Dad’s Club
 - HPHS PTA
 - HPHS faculty and staff.

5. Teachers facilitate the Book Selection Committee discussion.

- Parent/community members are required for each book selection committee.
- Suggested is an informal Book Club forum discussion
- All book selection committee members will fill out the “Community Feedback Questionnaire.”

6. Department Chair, HPHS Administrator(s) and/or District Administrator (s) review the proposal and community feedback prior to either accepting or rejecting the proposed text change.

7. Timeline

School Year Review:

Fall semester: Teachers craft selection proposals

October 30 – November 30: Review Committees are formed with representatives from the following groups:

- HPISD Literature Festival Committee
- HPHS Dad's Club
- HPHS PTA
- HPHS faculty and staff.

January - March 1st Committees convene and discuss proposed works

March 1 – April 15 HPISD faculty review committee suggestions and recommend or suspend use of proposed work

Should the need arise, a Book Review Committee could be formed for fall semester implementation.

Community Feedback Questionnaire

The English Department

Highland Park High School

Title of book: _____ date: _____

Please take a few moments to fill out this questionnaire. The more specific your comments are, the more helpful your ideas will be as we work together in determining the appropriateness of texts for classroom use. Thank you for your support.

1. What did you enjoy about reading the book?
2. What should students learn about themselves or their world after reading this book?
3. Comment on the author's writing style. How might students improve their own writing from reading this work?
4. How well does this book meet HPISD's curricular objectives?

