



# Kawartha Pine Ridge District School Board

## Policy Statement

**Policy Name:** Selection, Recommendation and Reconsideration of Learning Resources

**Policy Code:** ES-3.3

**Section:** Programs and Curriculum

**Established:** October 7, 1999

**Revised or**

**Reviewed:** November 27, 2003; October 25, 2007; February 25, 2020;  
May 20, 2025

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### 1. Policy Statement

The Kawartha Pine Ridge District School Board (KPR) supports the selection, recommendation and reconsideration of textbooks and supplementary resources that align with the expectations of the Kindergarten program and the Ontario curriculum for Grades 1-12. The policy is implemented in accordance with the Education Act, Regulation 298, Copyright Act and the Ministry of Education (MOE) Guidelines for Approval of Textbooks, 2008; supported by the Canadian Charter of Rights and Freedoms, The Ontario Human Rights Code, Ontario's Equity Action Plan, the Principles of Indigenous Education, the Truth and Reconciliation Commission's Calls to Action, the Missing and Murdered Indigenous Women and Girls (MMIWG) Calls for Justice, and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP).

### 2. Objective

The policy authorizes the creation of the associated administrative regulation and to provide guidance to KPR staff in the selection, recommendation, and reconsideration of learning resources used in schools, programs, and classrooms.

### 3. Definitions

#### Administrative Regulation

A document issued through the Director of Education, governing the implementation of a Board policy, or required to coordinate and control certain aspects of system operations.

#### Board

The corporate board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

#### Designate

A person authorized to carry out certain and specific tasks on behalf of the Chairpersons, Vice-chairpersons, Director, or other employee, as appropriate.

**Family of Schools**

A group of schools consisting of one secondary school and the elementary schools that send graduated students to that secondary school. The Family of Schools is overseen by a superintendent of education who is responsible for providing advice and guidance to principals in carrying out their responsibilities.

**Learning Resources**

Learning resources refers to any print or non-print materials, including a variety of audio-visual and digital materials, used by educators and students for formal or informal teaching and/or learning purposes.

**MOE**

Ministry of Education

**Policy**

A statement of intent, governing principle or end result, adopted by the Board of Trustees in open public session; it is intended to articulate what must be done, the rationale for it and a framework for the system.

**Supplementary Resource**

A Supplementary Resource is defined as anything other than a textbook and is a resource that supports only a limited number of curriculum expectations, or the curriculum expectations in a single strand. Such a resource may be intended for use by an entire class or group of students (Ministry of Education Guidelines for Approval of Textbooks, 2008).

**Textbook**

A textbook is defined as a comprehensive learning resource that may consist of a single resource or a package of resources, and may be in print or digital format, or a combination of both. Such a resource is intended for use by an entire class or group of students (Ministry of Education Guidelines 2023, updated 2024).

**Trillium List**

The Trillium List contains the titles of those textbooks approved by the Minister of Education for use in Ontario schools.

## **4. Application**

This policy applies to all trustees, board employees, students, parents/guardians, visitors and volunteers.

## **5. Responsibility**

### **5.1**

The Board of Trustees is responsible for establishing and approving board policies.

**5.2**

The Director of Education has oversight and jurisdiction in determining the parameters of this policy and the associated administrative regulation.

**5.3**

The Superintendent of Education overseeing Teaching and Learning, or designate, is responsible for setting directives within this policy and related administrative regulation.

**5.4**

The Family of Schools Superintendent, or designate, is responsible for providing advice and guidance to principals, or designates, in carrying out their responsibilities under this policy.

**5.5**

The principal, or designate, is responsible for:

**5.5.1**

implementing this policy and associated administrative regulation, and taking the initiative to seek appropriate guidance from their Family of Schools Superintendent, whenever necessary, and

**5.5.2**

ensuring that school staff are carrying out their responsibilities under this policy and associated administrative regulation.

**6. Policy**

**6.1 Guiding Principles for the Selection of Textbooks and Supplementary Resources**

**6.1.1**

The Board applies the following guiding principles when selecting textbooks and resources:

**6.1.1.1**

Intellectual freedom is fundamental to the educational process.

**6.1.1.2**

All students have the right to learning resources that promote open inquiry, critical thinking, diversity in thought and expression, and respect for others.

**6.1.1.3**

Textbooks and supplementary learning resources must be aligned with the requirements of the Ontario curriculum.

6.1.1.4

Learning resources shall be culturally relevant, responsive and inclusive, and must reflect the authentic contributions of diverse groups, cultures, and identities.

6.1.2

The Ministry of Education revised the Guidelines for Approval of Textbooks in 2008, and it continues to publish the Trillium List. Schools must use the Trillium List (see <https://www.ontario.ca/page/trillium-list>) when selecting textbooks which must support at least 85% of:

6.1.2.1

the Ontario curriculum expectations for a specific grade and subject in elementary school or for a course in secondary school, or

6.1.2.2

the expectations in one or more of the four frames of The Kindergarten Program.

6.1.3

Being responsible for the selection and evaluation of supplementary resources, KPR has created selection criteria for learning resources. The intent of these selection criteria is to support principals and educators in selecting and evaluating learning resources, including print and electronic (see Administrative Regulation No. ES-3.3.1, Selection, Recommendation and Reconsideration of Learning Resources. It is the responsibility of principals and educators to select and recommend learning resources that meet the needs of their school community and align with curriculum expectations. Schools are required to use these criteria when selecting and purchasing supplementary resources.

## **7. Related Policies, Administrative Regulations or Procedural Documents**

Board Policies:

[B-3.2, Equity, Diversity and Inclusion](#)

Administrative Regulations:

[B-3.2.1, Equity, Diversity and Inclusion-Policies, Guidelines and Practices](#)

[ES-3.3.1, Selection, Recommendation and Reconsideration of Learning Resources](#)

Procedural Documents: (internal)

[Decision-Making Tool for Resource Selection](#)

[Tool for Evaluating Resources for Anti-Indigenous Bias](#)

## **8. Reference Documents**

Legislation:

[Education Act](#)

[Ontario Regulation 298, Operation of Schools - General](#)

Other Documents:

[KPR Guide to Library Collection Management](#)

Ministry of Education, [Equity and Inclusive Education Policies in Ontario Schools](#)

Ministry of Education, [Guidelines for Approval of Textbooks, 2008](#)

Ministry of Education, [Policy/Program Memorandum 119, Developing and Implementing  
Equity and Inclusive Education Policies in Ontario Schools](#)

Ministry of Education, [The Ontario Curriculum Review and Revision Guide](#)

Ministry of Education, [Trillium List](#)

[Missing and Murdered Indigenous Women and Girls Calls for Justice](#)

[Truth and Reconciliation Commission Calls to Action](#)

[United Nations Declaration on the Rights of Indigenous Peoples \(UNDRIP\)](#)