

INSTRUCTIONAL MATERIALS

Background

Procedures for requisitioning and ordering learning resource materials have been formulated by the Publication Services Branch of the Ministry of Education.

Procedures

1. Learning resources for District schools are obtained from the Publication Services Branch under a credit allocation plan (CAP) that is based on a per-student credit allowance for educational materials per year. The credit allowance is given to the District each year, and suffices to buy the necessary prescribed and authorized materials listed in the Ministry's Catalogue of Learning Resources, issued annually. After satisfying the needs for prescribed and authorized titles, Districts may use a portion of their total allocation to order supplementary materials locally authorized by the Board and subject to Ministry regulation.
2. Procedures for requisitioning learning resources are set by the Secretary Treasurer, in accordance with CAP requirements, and are communicated to Principals and teachers each year.
 - 2.1. The Secretary Treasurer has copies of Procedures for the Credit Allocation Plan.

Reference: Sections 22, 23, 65, 85 School Act
Financial Information Act

Adopted: October 18, 1982

Revised: August 1, 1990; September 1994; January 1999; September 24, 2018