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## The Review and Evaluation Center

*The Review and Evaluation Center coordinates the process of selecting K-12 classroom materials and library books. The staff facilitates this process by guiding the efforts of the county-level committees in their research, review, and recommendation of specific instructional materials and library books.*

*The committees, represented by teachers, administrators, students, parents and the professional community, meet at regular intervals throughout the year. The core function of the Review and Evaluation Center is identifying and obtaining materials of instruction (MOI) that provide appropriate, engaging, multicultural and challenging content to ensure program excellence in the Anne Arundel County Public Schools.*

## Services

### Review & Evaluation Functions

- Facilitates county Review & Evaluation committee meetings
- Maintains collection of basic textbooks for all curricular areas, K-12
- Maintains comprehensive databases of evaluation decisions for all instructional materials and library books
- Provides assistance to central office and school level personnel to effectively use the databases of evaluated materials
- Coordinates the review and evaluation component of the Single Textbook Adoption process

### Library Media Services Collection Development Program

- Facilitates collection development for library media materials
- Provides guidance for weeding library media collections
- Produces a collection development reporting process
- Compiles data to be used for reporting and budget purposes as well as a tool for self-assessment by school library media centers

### Single Textbook Adoption (STA) Program

*The Single Textbook Adoption program is currently modeled on a multi-year adoption cycle for selecting basic texts and their ancillaries.*

- Provides equitable instructional materials and resources to all students and schools
- Requires mandatory evaluation of instructional materials submitted by participating vendors

### Materials Databases

- **Library•Acquire:** Accessible online in each school. This resource functions as both a catalog of approved, evaluated library media materials and an acquisitions tool for library media specialists to purchase selected items
- **TAIMMS:** Accessible online through the AACPS Intranet. The Textbook and Instructional Materials Management System provides information on recommended classroom materials

*Teachers, administrators, parents, and students may visit the Review and Evaluation Center to examine the basic textbooks approved for use in the Anne Arundel County Public Schools.*

Appointments should be scheduled in advance Monday through Friday 8am to 4:30pm.

Please call 410.295.4504 for more information or visit the Library Media Services web site at:

<http://www.aacps.org/lms/revieweval.asp>

## Review and Evaluation

**T**hrough the Office of Library Media Services, the Review and Evaluation Center serves the staff of Anne Arundel County Public Schools by coordinating the evaluation process for instructional materials and library books prior to purchase. All instructional materials and books considered for use in the school system must be evaluated in accordance with procedures set forth in the publication, "Procedures for the Evaluation and Selection of Instructional Materials." Selection criteria guide this process. County-level committees meet regularly to review and evaluate instructional materials including textbooks, periodicals, video programs, DVDs, computer software, online resources and library books in order to identify high quality materials to support the curricula of Anne Arundel County Public Schools.

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Departments:

Library Acquisitions	410.295.4506/4507
Library Systems Mgmt.	410.295.4508
Production Center	410.295.4500
Professional Library & Video Library	410.295.4503
Review & Evaluation	410.295.4504

Web Address: <http://www.aacps.org/lms>



ANNE ARUNDEL  
COUNTY PUBLIC SCHOOLS

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Office of Library Media Services

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