

# MODESTO CITY SCHOOLS

## Board Policy

BP 6161.1

### INSTRUCTION

#### Selection and Evaluation of Instructional Materials

The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect **and value** society's diversity, and enhance **instructors' ability to educate all students through** the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on **a determination that such materials show** **evidence of proven effectiveness of the proposed curriculum in raising student achievement and** are an effective learning resource to help students achieve **or exceed** grade-level competency **and that the**. ~~The~~ materials **shall** meet criteria specified in law. **Textbooks, technology Technology** based materials, and other educational materials shall be aligned with academic content standards and the district's curriculum to ensure that they effectively support the district's adopted courses of study. ←

(cf. **0410 - Nondiscrimination in District Programs and Activities**)

(cf. **0415 - Equity**) ~~(N/A)~~

(cf. 0440 - District Technology Plan)

(cf. **5145.3 - Nondiscrimination/Harassment**)

(cf. 6000 - Concepts and Roles) ~~(N/A)~~

(cf. 6011 - Academic Standards) ~~(N/A)~~

(cf. 6141 - Curriculum Development and Evaluation) ~~(N/A)~~

(cf. 6143 - Courses of Study) ~~(N/A)~~

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6162.5 - Student Assessment) ~~(N/A)~~

(cf. 6163.1 - Library Media Centers)

The Board shall select instructional materials for use in grades K-8 that have been **either** approved by the State Board of Education (SBE) or **that have, during the district's review process, otherwise** been determined to **exceed or are** be aligned with the state academic content standards adopted **by SBE. pursuant to**

INSTRUCTION

Selection and Evaluation of Instructional Materials

~~Education Code 60605 or the Common Core State Standards adopted pursuant to Education Code 60605.8.~~ (Education Code 60200, 60210)

The Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet **or exceed** the criteria specified in law and **the accompanying** administrative regulation. (Education Code 60400)

Review Process

~~The Superintendent or designee shall establish a process by which~~ **In selecting or adopting** instructional materials, **the Board** shall **consider the** ~~be reviewed for~~ recommendation **of the Superintendent or designee and/or an advisory committee established to review the materials.** ~~the Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend~~

~~(cf. 1220 - Citizen Advisory Committees)~~

The review process shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. (Education Code 60002)

(cf. 6020 - Parent Involvement)

In addition, the instructional materials review committee may include administrators, other staff who have subject-matter expertise, students, and parents as appropriate.

If the district chooses to use instructional materials for grades K-8 that have not been adopted by the SBE, the Superintendent or designee shall ensure that a majority of the participants in the district's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210) Individuals who participate in the selection or review of instructional materials shall not have a conflict of

INSTRUCTION

Selection and Evaluation of Instructional Materials

interest, as defined in administrative regulation, in the materials being reviewed.

*(cf. 9270 - Conflict of Interest)*

The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with documentation supporting its recommendations with the evidence of proven effectiveness including the research and learning theory upon which the curriculum is based.

All recommended instructional materials shall be available for public inspection at the district office.

*5020 - Parent Rights and Responsibilities)*

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's ~~textbooks and other~~ instructional **materials, including textbooks, technology-based materials, other educational materials, and tests.** **Technology-based materials include, but are not limited to, software programs, video disks, compact disks, optical disks, video and audio tapes, lesson plans, databases, and the electronic equipment required to make use of those materials by students and teachers as a learning resource.** **(Education Code 60010, 60119).** ~~(Education Code 60119)~~

The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

**INSTRUCTION**

**Selection and Evaluation of Instructional Materials**

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall post a notice in three public places within the district containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

*(cf. 9322 - Agenda/Meeting Materials)*

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks or **other** instructional materials **that which** are aligned to the state content standards adopted **by SBE pursuant to Education Code 60605 or the Common Core State Standards adopted pursuant to Education Code 60605.8** and **which are** consistent with the content and cycles of the state's curriculum **framework adopted by SBE frameworks. Sufficiency of instructional materials shall be determined** in each of the following subjects: (Education Code 60119)

**1. Mathematics**

*(cf. 6142.92 - Mathematics Instruction) **(N/A)***

**2. Science**

*(cf. 6142.93 - Science Instruction) **(N/A)***

**3. History-social science**

*(cf. 6142.94 - History-Social Science Instruction) **(N/A)***

**4. English language arts, including the English language development component of an adopted program**

*(cf. 6142.91 – **Reading English** /Language Arts Instruction) **(N/A)***

*(cf. 6174 - Education for English Learners) **(N/A)***

**INSTRUCTION**

**Selection and Evaluation of Instructional Materials**

**5. World/~~Foreign~~ language**

*(cf. 6142.2 - World/~~Foreign~~ Language Instruction) ~~(N/A)~~*

**6. Health**

*(cf. 6142.8 - Comprehensive Health Education) ~~(N/A)~~*

The Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or **other** instructional materials to use in class and to take home. **This ~~However, this~~ does not require that each student have two sets of materials. However, The materials shall not ~~may~~ be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)**

**If materials are in a digital format, they shall be considered sufficient** as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district and has the ability to use and access them at home. **~~However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.~~** (Education Code 60119)

If the Board determines that there are insufficient textbooks or **other** instructional materials, **the district ~~it~~** shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks or instructional materials. The Board shall take any action, **~~except an action that would require reimbursement by the Commission of State Mandates,~~** to ensure that each student has sufficient materials within two months

**INSTRUCTION**

**Selection and Evaluation of Instructional Materials**

of the beginning of the school year in which the determination is made. (Education Code 60119)

The degree to which every student has sufficient access to standards- aligned instructional materials shall be included in the district's local control and accountability plan. (Education Code 52060)

(*cf. 0460 - Local Control and Accountability Plan*) **(N/A)**

**Complaints**

**Complaints concerning instructional materials shall be handled in accordance with BP/AR 1312.2 - Complaints Concerning Instructional Materials or AR 1312.4 - Williams Uniform Complaint Procedures, as applicable.**

**(*cf. 1312.2 - Complaints Concerning Instructional Materials*)**  
**(*cf. 1312.4 - Williams Uniform Complaint Procedures*)**

*Legal Reference:*

**EDUCATION CODE**

*220 Prohibition against discrimination*

*1240 County superintendent, general duties*

*33050-33053 General waiver authority*

*33126 School accountability report card*

*35272 Education and athletic materials*

*44805 Enforcement of course of studies; use of textbooks, rules and regulations*

*49415 Maximum textbook weight*

*51501 Nondiscriminatory subject matter*

*52060-52077 Local control and accountability plan*

*60000-60005 Instructional materials, legislative intent*

*60010 Definitions*

*60040-60052 Instructional requirements and materials*

*60060-60063.5 Requirements for publishers and manufacturers*

*60070-60076 Prohibited acts (re instructional materials)*

*60110-60115 Instructional materials on alcohol and drug education*

**INSTRUCTION**

**Selection and Evaluation of Instructional Materials**

*60119 Public hearing on sufficiency of materials*

*60200-60210 Elementary school materials*

*60226 Requirements for publishers and manufacturers*

*60350-60352 Core reading program instructional materials*

*60400-60411 High school textbooks*

*60510-60511 Donation for sale of obsolete instructional materials* *60605 State content standards*

*60605.8 Common Core State Standards*

*60605.86-60605.88 Supplemental instructional materials aligned with Common Core State Standards*

**CODE OF REGULATIONS, TITLE 5**

*9505-9530 Instructional materials*

**Management Resources:**

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

*Instructional Materials FAQ*

*01-05 Guidelines for Piloting Textbooks and Instructional Materials, rev. January 2015 Standards for Evaluating Instructional Materials for Social Content, 2013*

**WEB SITES**

*CSBA: <http://www.csba.org>*

*Association of American Publishers: <http://www.publishers.org>*

*California Academic Content Standards Commission, Common Core State Standards:*

**<http://www.scoe.net/castandards>**

*California Department of Education: <http://www.cde.ca.gov>*

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