

# Twin Rivers USD

## Board Policy

### Selection And Evaluation Of Instructional Materials

# REVISED

BP 6161.1

#### Instruction

The Board of Trustees desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect ~~the society's~~ diversity of our society, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are ~~aligned with the state content standards, meet other criteria specified in law, and are~~ an effective learning resource to help students achieve grade-level competency **and that the materials meet criteria specified in law. Textbooks, 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.**

~~To ensure that instructional materials effectively support the district's adopted courses of study, the selection of textbooks, technology-based materials, other educational materials, and tests shall be aligned with the development and evaluation of the district's curriculum and standards.~~

(cf. 0440 - District Technology Plan)  
(cf. 6000 - Concepts and Roles)  
(cf. 6011 - Academic Standards)  
(cf. 6141 - Curriculum Development and Evaluation)  
(cf. 6143 - Courses of Study)  
(cf. 6146.1 - High School Graduation Requirements)  
Cf. 6161.11 - Supplementary Instructional Materials)  
(cf. 6162.5 - Student Assessment)  
(cf. 6163.1 - Library Media Centers)  
~~(cf. 6161 - Equipment, Books and Materials)~~  
~~(cf. 9000 - Role of the Board)~~

**The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or have otherwise been determined to be aligned with the state academic content standards adopted pursuant to 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 the criteria specified in law and administrative regulation. (Education Code 60400)**

#### Review Process

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. ~~This process shall involve teachers in a substantial manner and shall also encourage the participation of parents/guardians and community members.~~ **Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend instructional materials.**

**(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, and students 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 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.**

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

**(cf. 5020 - Parent Rights and Responsibilities)**

~~Individuals who participate in selecting and evaluating instructional materials shall not have a conflict of interest in the materials being reviewed, as defined in administrative regulation.~~

~~In accordance with the Instructional Materials Funding Realignment Program, the Board's priority in the selection of instructional materials is to ensure that all students in grades K-12 are provided with instructional materials that are aligned to state content standards in the core curriculum areas of reading/language arts, mathematics, science, and history/social science. Students in grades K-8 shall be provided with instructional materials adopted by the State Board of Education.~~

~~When the Board determines that standards-aligned textbooks and instructional materials have been provided to all students in accordance with Education Code 60422, it shall so certify. A copy of the certification shall be kept on file in the district office.~~

~~The Superintendent or designee shall ensure that the district satisfies the criteria necessary to access funds under the state's Pupil Textbook and Instructional Materials Incentive Account pursuant to Education Code 60252.~~

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. (Education Code 60119)**

~~The Board shall also make a written determination as to whether each student enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the state curriculum frameworks. The Board shall determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)~~

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

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, 10 days prior to the hearing and a notice~~ in three public places within the district, ~~a notice~~ 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 instructional materials which are aligned to the state content standards adopted 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 frameworks. Sufficiency of instructional materials shall be determined in each of the following subjects: (Education Code 60119)**

1. Mathematics

**(cf. 6142.92 - Mathematics Instruction)**

2. Science

**(cf. 6142.93 - Science Instruction)**

3. History/-social science

**(cf. 6142.94 - History-Social Science Instruction)**

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

**(cf. 6142.91 - English/Language Arts Instruction)**

**(cf. 6174 - Education for English Learners)**

5. World/foreign language

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

6. Health

**(cf. 6142.8 - Comprehensive Health Education)**

~~The Board shall annually conduct one or more public hearings on the sufficiency of the district's instructional materials. At the hearing(s), the Board shall determine through a resolution, whether each student in each school has sufficient textbooks and/or instructional materials that are aligned to the state content standards adopted pursuant to Education Code 60605 each of the following subjects: (Education Code 60119)~~

**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 instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in a digital format 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 and/or instructional materials, ~~the~~ **it** Board **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 and/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 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)**

### **Complaints**

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

(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

~~33050-33054~~ **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** ~~Subject matter reflecting on race, color, etc.~~

#### **52060-52077 Local control and accountability plan**

60000-60005 Instructional materials, legislative intent

60010 Definitions

~~60040-60048~~ **60052** Instructional requirements and materials

~~60060-60062~~ **60063.5** Requirements for publishers and manufacturers

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

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

60119 Public hearing on sufficiency of materials

~~60200-60206~~ **60210** Elementary school materials

60226 Requirements for publishers and manufacturers

~~60240-60252~~ ~~State Instructional Materials Fund~~

~~60350-60352~~ Core reading program instructional materials

~~60400-60411~~ High school textbooks

~~60420-60424~~ ~~Instructional Materials Funding Realignment Program~~

60510-60511 Donation ~~of~~ **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

9505-9535 **9530** Instructional materials, ~~especially:~~

9531-9532 ~~Instructional Materials Funding Realignment Program~~

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION PROGRAM ADVISORIES~~

~~1002.90 Selection of Instructional Materials, CIL: 90/91-02~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

~~Standards for Evaluation of Instructional Materials with Respect to Social Content, 1986 edition, revised 2000~~

**Instructional Materials FAQ**

~~STATE BOARD OF EDUCATION POLICY~~

01-05 Guidelines for Piloting Textbooks and Instructional Materials, ~~September 2001~~ rev.

**January 2015**

~~CSBA PUBLICATIONS~~

~~Maximizing School Board Leadership: Student Learning and Achievement, 1996~~

**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>

~~California State Board of Education: <http://www.cde.ca.gov/be>~~

Policy TWIN RIVERS UNIFIED SCHOOL DISTRICT

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