

CENTRAL UNION SCHOOL DISTRICT

Administrative Regulation

AR 6161.1 (a)

Instruction Selection And Evaluation Of Instructional Materials

Instructional Materials Funding Realignment Program

The District shall use state funds received under the Instructional Materials Funding Realignment Program to ensure that each student is provided with standards-aligned textbooks or instructional materials, in an electronic or hard-bound format, in the core curriculum areas of reading/language arts, mathematics, science, and history-social science. (*Education Code 60422, 60422.1*)

Instructional materials for grades K-8 shall be selected from the list of standards-aligned materials adopted by the State Board of Education (SBE). Standards-aligned materials in each core curriculum area shall be provided to each student at the beginning of the first school term that commences no later than 24 months after those materials are adopted by the SBE or the Board, as applicable. (*Education Code 60422*)

(cf. 6011 - Academic Standards)

After the Board has certified that all students have been provided with standards-aligned instructional materials in the core curriculum areas, the District may use any remaining program funds for the purposes specified in Education Code 60242. (*Education Code 60119, 60422*)

Criteria for Selection and Adoption of Instructional Materials

Instructional materials adopted by the Board shall:

1. For basic instructional materials in grades K-8, be selected from among the list of materials approved by the SBE in accordance with law (*Education Code 60200*)
2. Not reflect adversely upon persons because of their race, color, creed, national origin, ancestry, sex, disability, or occupation, or contain any sectarian or denominational doctrine or propaganda contrary to law (*Education Code 60044*)
3. To the satisfaction of the Board, be accurate, objective, current, and suited to the needs and comprehension of students at their respective grade levels (*Education Code 60045*)
4. With the exception of literature and trade books, use proper grammar and spelling (*Education Code 60045*)
5. Not provide any exposure to a commercial brand name, product, or corporate or company logo unless the Board makes a specific finding that the use is appropriate based on one of the following: (*Education Code 60200, 60048*)

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- a. The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by the SBE.
 - b. The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration.
6. Meet the requirements of Education Code 60040-60043 for specific subject content
 7. Support the District's adopted courses of study and curricular goals
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6143 - Courses of Study)
 8. Contribute to a comprehensive, balanced curriculum
 9. Demonstrate reliable quality of scholarship as evidenced by:
 - a. Accurate, up-to-date, and well-documented information
 - b. Objective presentation of diverse viewpoints
 - c. Clear, concise writing and appropriate vocabulary
 - d. Thorough treatment of subject
 10. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels
 11. Include materials that stimulate discussion of contemporary issues and improve students' thinking and decision-making skills
 12. Contribute to the proper articulation of instruction through grade levels
 13. As appropriate, have corresponding versions available in languages other than English
 14. Include high-quality teacher's guides
 15. Meet high standards in terms of the quality, durability, and appearance of paper, binding, text, and graphics
 16. When available from the publishers, include options for lighter weight materials in order to help minimize any injury to students by the combined weight of instructional materials

Instructional Materials Evaluation Committee

The Superintendent or designee may establish an instructional materials evaluation committee to evaluate and recommend instructional materials for Board approval. This committee shall substantially be composed of teachers and may also include administrators, other staff who have subject-matter expertise, parents/guardians, community members, and students as appropriate.

(cf. 1220 - Citizen Advisory Committees)

The committee shall review instructional materials using criteria provided above and in law, and shall provide the Board with documentation supporting its recommendations.

Conflict of Interest

To ensure integrity and impartiality in the evaluation and selection of instructional materials, any District employee participating in the evaluation of instructional materials shall not:

1. Accept any emolument, money, or other valuable thing or inducement to directly or indirectly introduce, recommend, vote for, or otherwise influence the adoption or purchase of any instructional material (*Education Code 60072*)

Sample copies of instructional materials are excepted from this prohibition. (*Education Code 60075*)

(cf. 9270 - Conflict of Interest)

2. Be employed by or receive compensation from any person, firm, organization, or any of its subsidiaries or controlling entities submitting instructional materials to the District
3. Have or negotiate a contractual relationship with any person, firm, or organization or any of its subsidiaries or controlling entities submitting instructional materials to the District
4. Have an interest as a contributor, author, editor, or consultant in any textbook or other instructional material submitted to the District