

SUPPLEMENTARY INSTRUCTIONAL MATERIALS

The Board of Education encourages teachers to use supplementary instructional materials which are relevant to curriculum objectives and compatible with district goals and objectives. By using such materials, teachers can introduce content and instructional strategies that enrich the curriculum, enhance learning, help students make critical judgments, and stimulate their intellectual growth.

Teachers shall carefully preview all supplementary instructional materials in order to ensure that, in their professional judgment, the materials are:

1. Directly related to the course of study in which they are being used
2. Appropriate for students' ages and maturity levels

Supplementary instructional materials must also be consistent with criteria developed for the selection and evaluation of other instructional materials. If the teacher believes that the materials may be in conflict with district criteria, the teacher shall confer with the principal or designee before using them.

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

When using supplementary materials, teachers shall provide appropriate introductory and follow-up activities. In addition, teachers shall ensure that supplementary materials do not supplant the use of basic texts or teaching activities.

All materials must be used within legal copyright limits.

(cf. 6162.6 - Use of Copyrighted Materials)

Films

When a teacher desires to show a film that has not been approved by the district or county for use in the grade level taught, the teacher shall preview the film to determine whether in his/her professional judgment it is consistent with district criteria for the selection of instructional materials. All films must be appropriate for the curriculum and the students' ages.

If the teacher has any questions about how established district criteria apply to the film, he/she shall confer with the principal or designee before showing the film.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

(cf. 6144 - Controversial Issues)

The district strives to provide instructional materials of the highest quality and standard of scholarship that are available and that contribute to the stated objectives of the educational program.

SUPPLEMENTARY INSTRUCTIONAL MATERIALS (continued)

The term "instructional materials" means all printed or non-printed and technology-based materials designed for use by students and their teachers as a learning resource and that help students to acquire facts, skills, opinions, or develop cognitive processes.

Instructional materials, including both regular and supplementary materials, which are to be used on a districtwide, class-wide, or small group basis, shall be adopted by the Board of Education from recommendations presented by the Instructional Councils.

Lists of materials that are approved for use in grades K-6 shall be maintained and shall provide the following information:

1. Grade level
2. Title, by alphabetical order, within each grade level
3. Author's name or editor's name
4. Publisher and copyright date
5. Date of adoption by the Board

Lists of materials that are approved for use in grades 7-12 shall be maintained and shall provide the following information:

1. Departments (e.g., Art, English, Home Economics, Mathematics) by alphabetical order
2. Title by alphabetical order, within each department
3. Author's name or editor's name
4. Publisher and copyright date
5. Grade level
6. Date of adoption by the Board

The selection of materials used to supplement Board adopted instructional materials, e.g., tests, library books, is the responsibility of the site administrator. Such materials shall be selected for their high quality and standard of scholarship. The appropriate use of instructional television, current event broadcasting, and the Internet are the responsibility of the site administrator. Taping off air or downloading from the Internet must be in accordance with district Policy 6610.

SUPPLEMENTARY INSTRUCTIONAL MATERIALS (continued)

The Assistant Superintendent of Educational Services or designee shall coordinate the planning, development, and administration of procedures for the selection, ordering, implementation, and evaluation of instructional materials. These procedures, the process used for the public challenge of instructional materials, and the procedures for the disposition of obsolete/excess materials in accordance with the State Education Code, shall be clearly stated as administrative policy.

Legal Reference:

EDUCATION CODE

233.5 Duty re instruction in morals, manners and citizenship

18111 Exclusion of books by governing board

51510 Prohibited study or supplemental materials

51511 Religious matters properly included

51933 Sex education materials

60010 Definitions

COURT DECISIONS

McCarthy v. Fletcher, (1989) 207 Cal. App. 3d 130