

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS**

The Governing Board recognizes that student learning is enhanced when students have access to high-quality textbooks, equipment and other instructional materials for each of the subjects they are studying. To adequately support the Board-approved curriculum, instructional materials also should be up to date.

For grades K-8, the Superintendent or designee shall select instructional materials from among the list of materials adopted by the SBE and/or other materials that have not been adopted by the SBE but are aligned with the state academic content standards and/or the Common Core Standards. (Education Code 60200, 60210)

Instructional materials for grades 9-12 shall be adopted by the Governing Board. Standards-aligned materials in each core curriculum area shall be provided to each student. (Education Code 60422)

*(cf. 6011 – Academic Standards)*

For grades 9-12, the Superintendent or designee shall review instructional materials in history-social science, mathematics, English/language arts, and science using a standards map in order to determine the extent to which the materials are aligned to state academic content standards.

For all grade levels, first priority shall be to provide reading/language arts and mathematics materials aligned to adopted standards, and second priority shall be to provide standards aligned history/social science and science materials. (5 CCR 9531)

After the Governing 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**

In recommending textbooks or other instructional materials for adoption by the Governing Board, the Superintendent or designee shall ensure that such materials:

1. For all grades are aligned to any applicable academic content standards adopted by the State Board of Education (SBE) pursuant to Education Code 60605 and/or Common Core Standards adopted pursuant to Education Code 60605.8.

*(cf. 6011 – Academic Standards)*

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

2. For grades 9-12, are provided by publishers that comply with the requirements of Education Code 60040-60052, 60060-60062, and 60226 (Education Code 60400).

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

3. Do not reflect adversely upon persons because of their race or ethnicity, gender, religion, disability, nationality, sexual orientation, occupation, or other characteristic listed in Education Code 220, nor contain any sectarian or denominational doctrine or propaganda contrary to law. (Education Code 51501, 60044)
4. 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)
5. With the exception of literature and trade books, use proper grammar and spelling (Education Code 60045)
6. 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).
  - 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 State Board of Education.
  - 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.

*(cf. 1325 – Advertising and Promotion)*

7. If the materials are technology-based materials, are both available and comparable to other, equivalent instructional materials (Education Code 60052).
8. Meet the requirements of Education Code 60040-60043 for specific subject content.

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

9. Support the district's adopted courses of study and curricular goals.

*(cf. 6141 – Curriculum Development and Evaluation)*

*(cf. 6143 – Courses of Study)*

*(cf. 6146.1 – High School Graduation Requirements)*

10. Contribute to a comprehensive, balanced curriculum.
11. 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 matter.
12. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels.
13. Include materials that stimulate discussion of contemporary issues and improve students' thinking and decision-making skills.
14. Contribute to the proper articulation of instruction through grade levels.
15. As appropriate, have corresponding versions available in languages other than English.
16. Include high-quality teacher's guides.
17. Meet high publishing standards in terms of the quality, durability and appearance of paper, binding, text and graphics.
18. When available from the publishers, consider options for lighter weight materials in order to help minimize any injury to students by the combined weight of instructional materials.

## **SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

### **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 consist of a majority 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 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 who is participating in the evaluation of instructional materials and not otherwise designated in the district's conflict of interest code shall sign a disclosure statement indicating that he/she:

1. Shall not 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. Is not employed by nor receives compensation from the publisher or supplier of the instructional materials or any person, firm, organization, subsidiary, or controlling entity representing it.
3. Does not have and will not negotiate a contractual relationship with the publisher or supplier of the instructional materials or any person, firm, organization, subsidiary, or controlling entity representing it.
4. Does not have an interest as a contributor, author, editor, or consultant in any textbook or other instructional material submitted to the district.

Regulation  
approved: January 26, 2004  
revised: February 5, 2009  
revised: December 11, 2018

**MURRIETA VALLEY USD**  
Murrieta, California