

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS**Review Process**

The district's review process for evaluating core curriculum instructional materials shall involve teachers in a substantial manner and shall promote the involvement of parents/guardians and community members in accordance with Education Code 60002, using the following procedures:

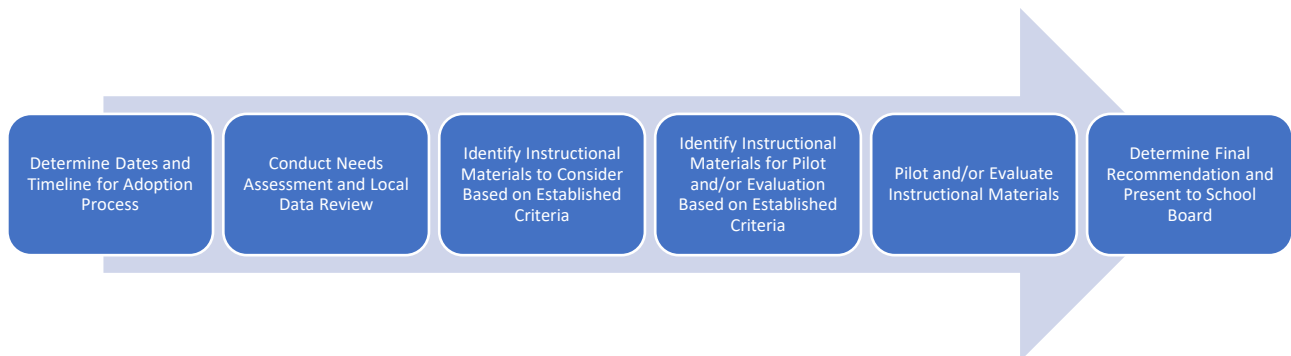
1. Parents/guardians of students in classes in which the materials are being piloted will be invited by the classroom teacher to provide input on the materials by way of survey, questionnaire, or other similar means provided by the district. Secondary students may be invited to provide input on materials by way of survey, questionnaire, or other similar means provided by the district.
2. Parents/guardians and Murrieta Valley Unified School District (MVUSD) community members will be invited to participate on the selection committee via school communications and the district website.
 - a. MVUSD Community members must be residents who live within the district's boundaries as verified by a valid government identification.
3. Parents/guardians and MVUSD community members will be invited to review materials at the district support center and provide written input once a selection is made. This will be offered via school communications and the district website. Links to digital samples, as provided by the publisher, will also be published on the same page.

The review process may also involve administrators, other staff who have subject-matter expertise, and students as appropriate. The Superintendent or designee shall seek input from stakeholders with diverse backgrounds and perspectives.

If the district is considering the use of instructional materials for grades K-8 that have not been adopted by the State Board of Education (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)

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The Superintendent or designee shall establish an advisory committee to conduct the review of instructional materials. The advisory committee shall use the following Local Adoption Process:



When possible, the district may pilot instructional materials in a representative sample of classrooms for a specified period of time during a school year, in order to determine the extent to which the materials support the district's curricular goals and academic standards. When a pilot is not possible or optimal, the advisory committee will determine an alternative process for the evaluation of instructional materials.

Prior to Board adoption, the Superintendent or designee shall present to the Governing Board recommendations for instructional materials and documentation that supports the recommendations. A presentation shall be provided to the Board with the selection criteria and evaluation results and shall also include feedback from piloting teachers and other members of the advisory committee who evaluated the materials.

All recommended instructional materials shall be available for public inspection at the district office during normal business hours. During the public inspection period, materials will be available from 5:00-7:00 PM by appointment only.

Criteria for Selection and Adoption of Instructional Materials

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

1. Are aligned to the content standards adopted by SBE and consistent with the content and cycles of the curriculum framework adopted by SBE

For grades K-8, only instructional materials on the list of materials adopted by SBE and/or other instructional materials that have not been adopted by SBE but are aligned with the state academic content standards or the Common Core State Standards may be recommended for selection. (Education Code 60200, 60210)

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

2. Do not reflect adversely upon persons because of any characteristic specified in law and BP 0410 - Nondiscrimination in District Programs and Activities, nor contain any sectarian or denominational doctrine or propaganda contrary to law (Education Code 51501, 60044)
3. To the satisfaction of the Board, are accurate, objective, current, and suited to the needs and comprehension of district students at their respective grade levels (Education Code 60045).
4. With the exception of literature and tradebooks, use proper grammar and spelling (Education Code 60045)
5. Do not expose students 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 60048, 60200)
 - 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 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. Present controversial topics in a fair and balanced manner with all sides of an issue included.
7. Meet the requirements of Education Code 60040-60043 for specific subject content, including, but not limited, accurately portraying society's cultural and racial diversity
8. Support the district's adopted courses of study and curricular goals
9. Contribute to a comprehensive, balanced curriculum

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10. 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 and balanced treatment of subject matter
11. Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests and including differentiated materials for students of different ability and developmental levels, including English Learners and students with disabilities.
12. Stimulate discussion of contemporary issues and improve students' thinking and decision-making skills.
13. As appropriate, have corresponding versions available in languages other than English
14. Include high-quality teacher's guides
15. When available, include options for lighter weight materials in order to help minimize any injury to students by the combined weight of instructional materials

In addition to meeting the above criteria as applicable, technology-based materials shall:

1. Be both available and comparable to other, equivalent instructional materials (Education Code 60052)
2. Be accessible to all students, including economically disadvantaged students, students with disabilities, and English learners.
3. Protect the privacy of student data.

Conflict of Interest

To ensure integrity in the evaluation and selection of instructional materials, individuals who are participating in the evaluation of instructional materials and are not otherwise designated in the district's conflict of interest code shall sign a disclosure statement indicating that they:

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1. Will 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)

2. Are not employed by nor receive compensation from the publisher or supplier of the instructional materials or any person, firm, organization, subsidiary, or controlling entity representing it
3. Do not have an interest as a contributor, author, editor, or consultant in any textbook or other instructional material submitted to the district

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References	Description
5 CCR 9505-9530	Instructional materials
Ed. Code 1240	County superintendent of schools, duties
Ed. Code 220	Prohibition of discrimination
Ed. Code 33050-33053	General waiver authority
Ed. Code 33126	School accountability report card
Ed. Code 35272	Education and athletic materials
Ed. Code 44805	Enforcement of course of studies; use of textbooks, rules and regulations
Ed. Code 49415	Maximum textbook weight
Ed. Code 51501	Nondiscriminatory subject matter
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 60000-60005	Instructional materials, legislative intent
Ed. Code 60010	Instructional materials, definition
Ed. Code 60040-60052	Requirements for instructional materials
Ed. Code 60060-60063.5	Requirements for publishers and manufacturers
Ed. Code 60070-60076	Prohibited acts (re instructional materials)
Ed. Code 60110-60115	Instructional materials on alcohol and drug education
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60200-60210	Elementary school materials
Ed. Code 60226	Requirements for publishers and manufacturers
Ed. Code 60350-60352	Core reading program instructional materials
Ed. Code 60400-60411	Instructional materials, high schools
Ed. Code 60510-60511	Donation for sale of obsolete instructional materials
Ed. Code 60605	State-adopted content and performance standards in core curricular areas
Ed. Code 60605.8	Common Core standards
Ed. Code 60605.86-60605.88	Supplemental instructional materials aligned with Common Core State Standards

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

	Description
California Department of Education Publication	Instructional Materials FAQ
California Department of Education Publication Materials, rev. January 2015	01-05 Guidelines for Piloting Textbooks and Instructional
California Department of Education Publication Content, 2013	Standards for Evaluating Instructional Materials for Social
Website	Association of American Publishers
Website	California Academic Content Standards Commission, Common Core State Standards
Website	California Department of Education
Website	CSBA

Cross References

	Description
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0460	Local Control And Accountability Plan
1220	Citizen Advisory Committees
1312.2	Complaints Concerning Instructional Materials
1312.4	Williams Uniform Complaint Procedures
1325	Advertising And Promotion
1340	Access To District Records
1700	Relations Between Private Industry And The Schools
3220.1	Lottery Funds
3270	Sale And Disposal Of Books, Equipment And Supplies
3290	Gifts, Grants And Bequests
3311	Bids
4136	Nonschool Employment
4143	Negotiations/Consultation
4236	Nonschool Employment
4243	Negotiations/Consultation
4331	Staff Development
4336	Nonschool Employment
5020	Parent Rights And Responsibilities
6000	Concepts And Roles
6011	Academic Standards
6020	Parent Involvement
6141	Curriculum Development And Evaluation
6142.2	World Language Instruction
6142.6	Visual And Performing Arts Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6144	Controversial Issues
6146.1	High School Graduation Requirements

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

Cross References (continued)

	Description
6161.11	Supplementary Instructional Materials
6161.2	Damaged Or Lost Instructional Materials
6162.5	Student Assessment
6162.6	Use Of Copyrighted Materials
6163.1	Library Media Centers
6170.1	Transitional Kindergarten
6171	Title I Programs
6174	Education For English Learners
6190	Evaluation Of The Instructional Program
9000	Role Of The Board
9270	Conflict Of Interest
9322	Agenda/Meeting Materials

Regulation
approved: January 26, 2004
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revised: December 11, 2018
revised: March 17, 2022
revised: February 8, 2024

MURRIETA VALLEY USD
Murrieta, California