



INSTRUCTION

Curriculum Development and Adoption of Instructional Materials

The board recognizes its responsibility for the improvement and growth of the educational program of the schools. To this end, the curriculum shall be evaluated, adapted and developed on a continuing basis and in accordance with a plan for curriculum growth with the objective of providing students with the best possible educational experiences. Instructional materials shall be selected to assist students in attaining the basic skills and work skills as required by the state.

All new courses or major modifications to existing courses must be approved by the superintendent prior to implementation. The superintendent, in turn, shall inform the board before the new course or major revision to an existing course is implemented.

The superintendent shall establish procedures for curriculum development which provide for involvement of community representatives and staff members at appropriate times, the annual review of selected areas on a cyclical basis, and any suggested changes that should be made as a result of the curriculum study. Such review shall take place at least once during each seven year period.

Selection and Adoption of Instructional Materials

The board is legally responsible for the selection of all instructional materials. Instructional materials shall be defined as all printed, filmed or recorded materials furnished by the district for student use and/or included on students' reading lists. The primary objective in selecting instructional materials is to implement, enrich and support the educational program of the schools. The responsibility for the selection and recommendation of instructional materials for adoption is delegated to the Superintendent.

Criteria for Selection of Instructional Material

Criteria and procedures for the selection of unbiased instructional materials shall be established consistent with state and federal statutes, district philosophy, and the selection criteria endorsed by the State Board of Education. Staff shall rely on reason and professional judgment in the selection of materials of high quality materials that comprise a comprehensive collection appropriate for the instructional program.

Any requests from organizations which provide instructional materials and/or aids must be examined to insure that such materials meet the criteria above. The principal shall review for accuracy and educational value to the total school program all materials or activities proposed by outside sources for student or staff use.

The responsibility for preparing all student reading lists and for examining, evaluating and selecting all supplementary materials is delegated to the professional staff of the district. Textbooks shall be adopted by the board prior to their use in schools except for trial-use texts of a pilot nature, which may be authorized by the superintendent for use for a period of no more than one school year prior to board adoption. Materials approved for trial use shall be restricted to classes specified.

The superintendent shall insure that a listing of all textbooks used within the school curriculum is maintained in every district school and is available for public review.

Cross References:	Board Policy	6881	Disposal of Surplus Equipment and/or Materials
Legal References:	RCW	28A.405.060 28A.320.230 28A.150.230 28A.640	Course of study and regulations Instructional materials– Instructional materials committee Basic Education Act of 1977– District school directors as accountable for proper operation of district--Scope– Responsibilities–Publication of Guide Sexual Equality Mandated for Public Schools
	WAC	392-190-055 180-44-010	Textbooks and instructional materials Responsibilities related to instruction

Adoption Date: December 19, 1988
Updated: February, 1998