

INSTRUCTIONAL MATERIALS

The Alexandria City School Board believes that instructional materials should be carefully selected to support the division’s high-quality instructional program and should be culturally and linguistically responsive to the diverse needs of Alexandria City Public Schools (ACPS) students and staff.

The Board is responsible for the selection and use of instructional materials.

The Superintendent or Superintendent’s designee creates, as necessary, guidelines and procedures for the selection of instructional materials. The guidelines and procedures are designed to ensure that appropriate instructional materials are selected and provide an opportunity for the professional staff and community to participate and be informed on the selection and use of instructional materials.

The procedures for selection and evaluation of instructional materials as defined in policy IIAA Textbook Selection and Adoption involves an evaluation committee which should include professional staff, citizens, and when appropriate, students, and should include a procedure for citizens to request reconsideration of instructional materials. These procedures offer a thorough and efficient approach which ensures that ACPS selects appropriate instructional materials, and provides an opportunity for the professional staff and community to participate and be informed on the selection and use of instructional materials.

The School Board reviews and approves guidelines and procedures for the selection, evaluation, approval, and use of instructional materials.

On request, parents may inspect any instructional material used as part of their student’s curriculum.

Instructional Materials that include Sexually Explicit Content

As required by Virginia law, The Board ensures parental notification of any instructional material that includes sexually explicit content.

ACPS provides non explicit instructional material and related academic activities to any student whose parent requests that the student be provided with such instructional material and/or activities.

The Superintendent is responsible for creating, implementing, and periodically updating procedures for implementing this policy. Those procedures will include

- a process for identifying instructional materials, including supplementary materials, with sexually explicit content;
- a process for identifying, prior to the start of each school year, any instructional material that includes sexually explicit content that may be used during the upcoming school year;
- a process by which principals will provide written notice to parents at least 30 days prior to the use of any instructional materials with sexually explicit content, that (a) specifically

- 47 identifies the instructional materials with sexually explicit content, (b) informs parents of
 48 their right to review such instructional materials, and (c) informs parents of their right to
 49 have their child use, upon request, in a non-punitive manner, alternative instructional
 50 materials that do not include sexually explicit content;
- 51 • a process by which parents may change their decision with respect to the use of alternative
 52 instructional materials by providing written notice;
 - 53 • a process for maintaining a current list of instructional materials with sexually explicit
 54 content by grade and subject matter on the division’s website; and
 - 55 • a process for online access for parental review of instructional materials that include
 56 sexually explicit content unless such review is not technically feasible or is prohibited by
 57 copyright protection. The process shall include provisions requiring schools to have
 58 instructional materials including sexually explicit content available for review by parents.

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60 **Definitions**

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62 “Completion of an assignment” means that the student received an assignment to use a specific
 63 resource.

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65 “Instructional material” and “instructional materials” mean any content used by one or more
 66 students for an educational purpose in connection with ACPS regardless of (a) its format, whether
 67 printed, representational, audiovisual, electronic, or digital (such as materials, social media
 68 content, and software applications accessible through the internet), or (b) the time, place and
 69 manner in which the content is used. Library materials are considered instructional materials when
 70 used (a) for completion of an assignment from ACPS, or (b) as part of an academic or
 71 extracurricular education program conducted by ACPS. They include any division, school, and/or
 72 classroom purchased or created assessments. They do not include standardized national or state
 73 assessments, such as ACT, SAT, NAEP (National Assessment of Educational Progress), AP
 74 (Advanced Placement) or SOL (Standards of Learning) exams.

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76 “Nudity” means a state of undress so as to expose the human male or female genitals, pubic area
 77 or buttocks with less than a full opaque covering, or the showing of the female breast with less
 78 than a fully opaque covering of any portion thereof below the top of the nipple, or the depiction of
 79 covered or uncovered male genitals in a discernibly turgid state.

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81 “Parent” or “parents” means any parent, guardian, legal custodian, or other person having control
 82 or charge of a child.

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84 “Sadomasochistic abuse” means actual or explicitly simulated flagellation or torture by or upon a
 85 person who is nude or clad in undergarments, a mask or bizarre costume, or the condition of being
 86 fettered, bound or otherwise physically restrained on the part of one so clothed.

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88 "Sexually explicit content" means (a) any description of or (b) any picture, photograph, drawing,
 89 motion picture film, digital image or similar visual representation depicting sexual bestiality, a
 90 lewd exhibition of nudity, as defined in this policy, sexual excitement, sexual conduct or
 91 sadomasochistic abuse, as defined in this policy, coprophilia, urophilia, or fetishism. Instructional
 92 materials shall not be designated as sexually explicit based solely on the sexual orientation of the

93 characters therein. Descriptions do not necessarily include all references, but should involve more
94 detail in their account in order to be designated as sexually explicit.

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99 Adopted: January 9, 1997
100 Amended: July 1, 2005
101 Amended: January 22, 2015
102 Amended: December 15, 2022

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104 Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-238, 22.1-239,
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106 8 VAC 20-720-170

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108 Cross Ref.: IIAA Textbook Adoption and Selection
109 IAB Supplementary Materials Selection and Adoption
110 IGAH Family Life Education
111 IGIIBD School Libraries/Media Centers
112 IIBEA/GAB Acceptable Computer System Use
113 INB Teaching About Controversial Issues
114 JOB Administration of Surveys and Questionnaires
115 KLB Public Complaints About Learning Resources
116 BC Parent and Family Engagement