



Course Design, Selection 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 course will be evaluated, adapted and developed on a continuing basis. Instructional materials will be selected to ensure alignment with state learning standards and enable all students to master foundational skills and knowledge to achieve college and career readiness.

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 used in the district. 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. All instructional materials shall be selected in conformance with:

- A. applicable state and federal laws,
- B. the stated goals and/or standards of the district, and
- C. procedures established by the instructional materials committee.

Criteria for Selection of Instructional Material

Staff shall rely on reason and professional judgement in the selection of materials of high quality materials that comprise a comprehensive collection appropriate for the instructional program.

Instructional materials selected shall include, but are not limited to, those which:

- A. Enrich and support the curriculum, taking into consideration the varied instructional needs, abilities, interests, and maturity levels of the students served.
- B. Stimulate student growth in conceptual thinking, factual knowledge, physical fitness and literary and ethical standards.

Provide sufficient variety so as to present opposing views of controversial issues in order that students may develop the skills of critical analysis and informed decision-making.

- A. Contribute to the development of an understanding of the ethnic, cultural, and occupational diversity of American life.
- B. Present objectively the concerns of and build upon the contributions, current and historical, of



both sexes, and members of religious, ethnic and cultural groups. The district recognizes that under certain conditions biased materials may represent appropriate resources in presenting contrasting and differing points of view.

- C. Provide models which may be used as a vehicle for the development of self-respect, ethnic pride and appreciation of cultural differences, based on respect for the worth, dignity, and personal values of every individual.

Any requests from organizations which provide instructional materials and/or aids must be examined to ensure 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 intent of the board is that the superintendent delegate responsibility for examining, evaluating, and selecting all supplemental and temporary materials to the professional staff of the district. This includes preparing all student reading lists. Staff will rely on reason and professional judgment in the selection of high quality supplemental materials that align to state learning standards and are appropriate for the instructional program and developmental level and interests of their students.

Cross References:

2027 - District Ownership of Staff-Created Work

Legal References:

RCW 28A.150.230 Basic Education Act of 1977-- District school directors as accountable for proper operation of district--Scope--Responsibilities--Publication of Guide

RCW 28A.320.230 Instructional materials-- Instructional materials committee

RCW 28A.405.060 Course of study and regulations

RCW 28A.640 Sexual Equality Mandated for Public Schools

WAC 392-190-055 Textbooks and instructional materials

WAC 180-44-010 Responsibilities related to instruction

[RCW 28A.320.170 Tribal history and culture \[as amended by SSB 5433\]](#)

Management Resources

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