

David Douglas School District

Code: IIA
Adopted: 11/2/84
Revised/Readopted: 10/15/09; 5/12/16
Orig. Code: 7600; 7640

Instructional Materials Used in the Schools

The Board believes that proper care and judgment should be exercised in selecting basic instructional materials. While the Board retains the authority to approve district instructional materials adoptions, it authorizes the superintendent to develop and implement administrative regulations governing how selections are determined. Such procedures will provide for administrator, staff, parent, student and community involvement and employ suitable selection criteria to ensure that the recommended instructional materials will meet the needs of the program, students, teachers and community. The district will review instructional materials in accordance with the State Board of Education adoption cycle. Each instructional program and basic instructional materials will be reviewed on a seven-year cycle and recommendations for appropriate instructional materials will be made.

~~Instructional materials shall be selected by professional personnel in consultation with the administration.~~ Recommended instructional resources and materials will be free of racial, color, national origin, religious, disability, age, marital status, gender identity, sexual orientation or sexual bias. The instructional materials will; contain appropriate readability levels; support the district's adopted curriculum content; provide ease of teacher use; be attractive and durable and be purchased at a reasonable cost.

The district will establish a process and timeline for regularly determining and considering whether the textbooks and other instructional materials are available through online resources that enable students with print disabilities to receive textbooks and instructional materials free of charge.

All basic instructional materials recommended for adoption need to be approved for use by the Board. Prior to Board approval, parents[, students] and interested district patrons will have the opportunity to review the recommended instructional materials and be encouraged to provide opinions about them and their use in the classrooms.

All supplementary materials and library/media resources will be selected cooperatively by teachers, principals, librarians and sometimes with the assistance of students and parents. Recommended supplementary materials and library/media resources will also be free of racial, color, national origin, religious, disability, age, marital status, gender identity, sexual orientation or sexual bias. The instructional materials will; contain appropriate readability levels; support the district's adopted curriculum content; provide for ease of teacher use; be attractive and durable and be purchased at a reasonable cost.

To be in compliance

~~Final decision on all purchases shall rest~~ with the requirements of federal law, the Board directs the superintendent to distribute curriculum materials ~~subject to official adoption by the Board in the case of textbooks and other~~ instructional materials.

Complaints Regarding Instructional Materials

Honest differences of opinion may arise regarding instructional materials, and they will be handled as follows:

1. All complaints are to be reported to the superintendent.
2. The complainant shall be supplied with the “Request for Reconsideration of Instructional Materials” form which must be filled out before further consideration can be given to the complaint.
3. The superintendent shall arrange for a review committee consisting of an administrator, two representative classroom teachers, two lay persons (who shall be appointed by the Board), and a media specialist (librarian).
4. Soon after its appointment, the committee shall meet, appoint a chair and secretary. The committee shall study all of the information available in regard to the material involved, and submit a written report of its findings to the superintendent within four weeks after its appointment, unless the time line is changed by Board action.
5. The committee may recommend that the questioned material be:
 - a. Retained without restriction; or
 - b. Retained with restriction; or
 - c. Not retained.
6. The superintendent shall report immediately the recommendation of the review committee to the Board.

END OF POLICY

Legal Reference(s):

[ORS 336.035](#)
[ORS 336.840](#)
[ORS 337.120](#)
[ORS 337.141](#)
[ORS 337.150](#)
[ORS 337.260](#)

[ORS 337.511](#)
[ORS 339.155](#)

[OAR 581-011-0050 - 0117](#)
[OAR 581-021-0045](#)
[OAR 581-021-0046](#)

[OAR 581-022-2310](#)
[OAR 581-022-2340](#)
[OAR 581-022-2350](#)
[OAR 581-022-2355](#)

Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (2018).
 House Bill 3041 (2021).