



Huntington Beach Union High School District Board Policies and Administrative Regulations

BP 6161
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Instruction

Equipment, Books and Materials

The Governing Board recognizes that student learning is enhanced when students have access to high-quality textbooks, equipment and other instructional materials for each of the subjects they are studying. To adequately support the Board-approved curriculum, instructional materials must be up to date.

Textbooks and Instructional Materials

The selection of textbooks for recommendation to the Board is the responsibility of certificated staff, involving teachers in a substantial manner, and shall be chosen in accordance with the district's selection and adoption procedures. Individuals who participate in the selection and evaluation of instructional materials shall not have a conflict of interest in the materials being reviewed, as defined by administrative regulation. An opportunity will be provided for parents, students and community members to inspect and review textbooks prior to adoption by the Board at the district office. When new instructional materials have been chosen in accordance with the district's selection and adoption policy, the Board shall make the final decisions regarding their purchases and the use of district funds to supplement state allotments for this purpose.

The Board desires that the district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect the diversity of our society, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are aligned with the state content standards, meet other criteria specified in law, and are an effective learning resource to help students achieve grade-level competency.

In accordance with the Instructional Materials Funding Realignment Program and the Williams legislation, the Board's priority in the selection of instructional materials is to ensure that all students in grades 9-12 are provided with instructional materials that are aligned to state content standards in the core curriculum areas of reading/language arts, mathematics, science, history/social science, world languages, and health.

The Superintendent or designee shall develop procedures for determining the sufficiency of district instructional materials in providing accurate, current information and ensuring that students have access to standards-based materials. In addition, the Superintendent or designee shall develop procedures for determining the obsolescence of instructional materials.

Textbooks and Instructional Materials (continued)

When the Board determines that standards-aligned textbooks and instructional materials have been provided to all students in accordance with Education Code 60422, it shall so certify. A copy of the certification shall be kept on file in the district office.

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's instructional materials. At the hearing, the Board shall determine, through a resolution, whether each student in each school has sufficient textbooks and/or instructional materials that are aligned to the state content standards adopted pursuant to Education Code 60605 in each of the following subjects: Mathematics, Science, History/social science, English language arts, World Languages, and Health. This hearing shall take place on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

If the Board determines that there are insufficient textbooks and/or instructional materials, the Board shall provide information to the classroom teachers and to the public, setting forth each school in which an insufficiency exists, the percentage of students who lack sufficient standards aligned textbooks or instructional materials in each subject area, and the reasons that each student does not have sufficient textbooks or instructional materials. The Board shall take action to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

Supplementary Instructional Materials

The Board encourages teachers to use supplementary instructional materials which are relevant to the curriculum objectives and compatible with district goals and objectives. By using such materials, teachers can introduce content and instructional strategies that enrich the curriculum, enhance learning, help students make critical judgments, and stimulate intellectual growth.

Teachers will carefully preview all supplementary instructional materials in order to ensure that, in their professional judgment, the materials are:

1. Directly related to the course of study in which they are being used, and
2. Appropriate for the students' ages and maturity level

Movies and Videos

The Governing Board believes that movies, videos and other audiovisual materials are important tools in the educational process. At the same time, the Board believes that the use of movies and videos should be limited so that they are used legally and appropriately in achieving legitimate educational objectives. Therefore, it is the Board's purpose to have a policy that promotes the appropriate educational use of movies and videos in schools by maximizing classroom instructional time, encouraging parental participation in the education process, and fostering community values.

General selection criteria for movies, videos and other audiovisual materials should include quality of the overall work, fair and accurate representation of the facts, the reputation and significance of the writer, director and/or performer, and critical acclaim of the work itself.

Only G, PG, and PG-13 rated movies may be shown without parental permission. The Board discourages the showing of any R rated movies in school. However, the Board also recognizes that some segments of certain R rated movies may have a valid educational purpose. Therefore, R rated movies are not to be shown in their entirety, and segments may be shown only if no other means of instruction can present the information. Only certain segments having a valid educational purpose of any R rated movie may be shown. Any segment of an R rated movie to be shown at the high school requires a note signed by a parent/guardian that must be kept on file before the student may view the video.

All District employees must comply with federal copyright laws, as well as publisher licensing agreements. A rented or privately owned movie or video may only be shown in the classroom provided "fair use" exceptions are satisfied:

1. The movie or video is shown in the course of face-to-face teaching activities;
2. The showing of the movie or video is directly related and of material assistance to the curriculum and lesson objectives;

Legal Reference:

EDUCATION CODE

60010 Definitions

60040-60047 Instructional requirements and materials

60119 Public Hearing on Sufficiency of Textbooks

60240-60252 State Instructional Materials Fund

60400-60411 High school textbooks

60420-60424 Instructional Materials Funding Realignment Program

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Revised: 2/12/08