

6000	INSTRUCTION
6700	INSTRUCTIONAL MATERIALS AND EQUIPMENT
6710	SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

The Marin County Board of Education and the Marin County Superintendent of Schools believe that instructional materials should be selected and evaluated with great care so that they will effectively support the adopted courses of study and meet current curricular goals. The review of instructional materials shall be coordinated with the overall development and evaluation of the curriculum. Taken as whole, instructional materials should present a broad spectrum of knowledge and viewpoints, reflect the ethnic and cultural diversity of society, and enhance the use of multiple teaching strategies and technologies. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the Marin County Office of Education's curriculum to ensure that they effectively support the adopted courses of study.

Selection Process

Selected core literature titles will serve to support the standards, depth, and complexity of the subject matter while contributing to the development of a comprehensive and balanced curriculum. In selection of new instructional material, preference shall be given to the California Department of Education's Recommended Literature List.

Teachers shall complete and submit the *Instructional Materials Evaluation Form* to instructional evaluation committee for consideration.

Review Process

The Superintendent/Designee shall establish a process by which new instructional materials may be requested and subsequently evaluated, together with existing materials.

The Superintendent/Designee shall establish instructional material evaluation committees. These committees may include teachers, administrators and other staff who have subject-matter expertise as well as parents/guardians and/or community members broadly representative of the county office's ethnic and socioeconomic composition. Staff members who participate in selecting and/or evaluating instructional materials shall be those most competent for the task because of their professional training, experience and assignments. The majority of each evaluation committee's members shall be teachers.

Instructional evaluation committees shall assess the educational suitability of materials according to the following criteria:

1. Relationship to the adopted courses of study and current curricular goals.
2. Contribution to a comprehensive, balanced education.

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(continued)**

3. Reliable quality of scholarship as evidenced by:
 - a. Accurate, up-to-date and well documented information.
 - b. Objective presentation of diverse viewpoints.
 - c. Clear, concise writing and appropriate vocabulary.
 - d. Thorough treatment of subject.
4. Authenticity in the portrayal of protected characteristics including race, ethnicity, gender, gender identity, gender expression, sexual orientation, social class, religious beliefs, and disability.
5. Provision of a wide range of materials on all levels of difficulty, with appeal to students of varied interests, abilities, and maturity levels.
6. Inclusion of materials which simulate discussion of contemporary issues and improve students' thinking and decision-making skills.
7. Contribution to the proper articulation of instruction through grade levels.
8. Availability of corresponding versions in languages other than English.
9. Availability and quality of corresponding teacher's guides.

If instructional materials for grades K-8 being assessed have not been adopted by the State Board of Education, the Superintendent or designee shall ensure that a majority of the participants in the instructional material evaluation committee are classroom teachers who are assigned to the subject area and grade level of the materials. (Education Code 60210)

Individuals who participate in selecting and evaluating instructional materials shall have no financial interest in the materials being reviewed, recommended or approved. Incompatible activities and conflicts of interest related to the selection and evaluation of instructional materials shall be clearly identified in administrative regulations.

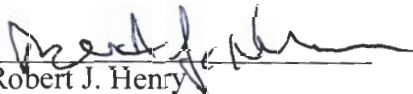
Recommendations for the adoption and/or withdrawal of instructional materials shall be presented to the Superintendent/Governing Board. Documentation supporting the recommendation shall be included. All recommended materials shall be displayed and available for public inspection at the Marin County Office of Education.

Complaints

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

References: California Education Code 44805
cf. 51501
60010
60040-60047
cf. 60070-60076
60200-60206
cf. 60400-60411

Approved as to form:


Robert J. Henry
General Counsel

Approved by
Marin County Board of Education 2/9/99, 9/14/2021