

CURRICULUM MATERIALS SELECTION, DEVELOPMENT, & ADOPTION POLICY

The Mountain Home School District 193 Board of Trustees recognizes the need to ensure balance among schools in the provision of curriculum and instructional materials, and to continually evaluate, develop, and modify the curriculum to meet the changing needs of students. This process includes the adoption of instructional materials. Instructional materials include textbooks, work texts, workbooks, all supplementary and enrichment, audio/visual materials, and technology.

The MHSD Board of Trustees may adopt curricular materials consistent with District policy, Section 33-512A, Idaho Code, and the contents standards as established by the Idaho State Board of Education (SBOE) in subject areas offered by the District for which materials are not covered by the State Curriculum Material Committee.

The Board of Trustees is responsible for approving all courses of study in the Mountain Home School District No. 193. Proposed changes, modifications, additions, and deletions are considered by the Board upon recommendation of the Superintendent or designee. Impetus for change may come from the staff, students, members of the Board of Trustees, or other citizens of the school district.

The procedures for curriculum additions or deletions approval are to be established by the Superintendent or designee.

The Superintendent, or designee, is responsible for coordinating, developing, and implementing curriculum throughout the school district.

The district will have available to the public the title, authors, and publishers of all textbooks being used in the district. The public has the right to inspect the instructional materials, except students' tests, used in this district's schools.

Curricular materials are exempt from bidding requirements.

DEFINITION:

"Curricular materials" is defined as textbook and instructional media including software, audio/visual media, and internet resources.

STATE APPROVED MATERIALS:

The SBOE has prescribed the minimum courses to be taught in all public elementary and secondary schools. The Board is required to have prepared and issued such syllabi, study guides, and other instructional aids, as the Board will from time to time deem necessary. The Board will also determine how and under what regulations curricular materials will be adopted for the public schools.

The SBOE will require all publishers of textbooks approved for use to furnish the department of education with electronic format for literary and nonliterary subjects when electronic formats become available for nonliterary subjects, in a standard format approved by the Board, from which reproductions can be made for use for the blind.

The SBOE adopts curricular materials (textbooks) in the following subject matters: reading, English, spelling, speech, journalism, languages other than English, art, drama, social studies, music, mathematics, business education, career education and counseling, vocational/technical education, science, health, handwriting, literature, driver education, and limited English proficiency.

CURRICULAR MATERIALS ADOPTION COMMITTEE:

The Board of Trustees may appoint a Curricular Materials Adoption Committee to advise it on the selection of curricular materials. Curricular materials for courses offered by the District for which materials are not covered by the State Curricular Material Committee may be selected by a District Curricular Materials Committee appointed by the Board of Trustees.

Instructional materials used in Mountain Home School District No. 193 shall not discriminate against any individual in any way, specifically on the basis of age, race, color, creed, national origin, ancestry, sex, sexual orientation, religious affiliation, handicapping condition, or physical or mental handicap or disability.

The adoption of textbooks in Mountain Home School District No. 193 shall be in accordance with Idaho Code 33-512(3) and 33-512A. When feasible, textbooks considered and adopted shall be on the state adoption list as approved and adopted by the State Board of Education.

When possible, all technological, supplemental or enrichment materials used in the classrooms of Mountain Home School District No. 193 shall be on the state adoption list as approved and adopted by the State Board of Education. The superintendent, or designee, of the school district has the responsibility to establish procedures for the approval of the use of supplemental or enrichment materials that are not on the list of State Board of Education approved and adopted materials.

CONTROVERSIAL MATERIALS:

The teacher, prior to presenting curriculum materials of a possibly controversial nature, will review the matter with the building principal. If it is determined that the material is potentially controversial, but is an effective method of addressing some aspect of the curriculum, the teacher and principal will determine what notification should be provided to the parent/guardian.

An alternative lesson may be made available for students whose parents/guardians notify the school that they do not want their student exposed to the material. The alternative lesson will substitute for the planned lesson.

SUPPLEMENTAL READING POLICY:

Parents who wish to have their child read an alternative book, whether it be for a small group selection or a class reading, the teacher will provide the criteria for the reading selection, and it will then be the parents' responsibility to research and select an alternative reading choice. The teacher will approve the alternative reading choice and provide alternative assignments.

PROCEDURE:

1. The parent contacts the teacher directly about their issue with their child reading the assigned book.
2. Within 24-hours after parent contact, the teacher will provide the criteria for the alternative reading.
3. Within 48-hours after the teacher provides the criteria for the alternative reading, the parent provides the alternative title of the reading book for approval.
 - An example would be if the reading selection that the teacher assigned addressed an American Writer of the 20th century who wrote a memoir, the parent must in turn select a 20th century American writer who wrote a memoir.
 - ~ The reading selection must be approved by the teacher.
 - Another example would be if the reading selection that the teacher assigned addressed female authors of the 19th century who wrote a novel, the parent would in turn have to select a 19th century female author who wrote a novel.
 - ~ The reading selection must be approved by the teacher.
4. Within 24-hours after the parent provides the alternative title of the reading book, the teacher approves or denies the alternative reading book. Books that meet provided criteria will be approved.
5. The student needs to have the book in their possession by the following class period.
6. The teacher provides the alternative assignments upon approval of alternative selection.

It is the parents' responsibility to become familiar with the district's Curriculum Development & Materials Adoption Policy and Procedure should the parent wish to challenge the curriculum.

**LEGAL REFERENCE:**

Idaho Code Sections

33-118 – Courses of Study – Curricular Materials

33-118A – Curricular Materials – Adoption Procedures

33-512 – Governance of Schools

33-512A – District Curricular Materials Adoption Committees

Title 33, Chapter 16 *et seq.* – Courses of Instruction

IDAPA 08.02.03.128 – Curricular Materials Selection and online Course Approval

ADOPTED: January 25, 1988

Revised: March 20, 2001

Revised: October 19, 2010

Revised: December 17, 2019

Reviewed: October 18, 2005

Reviewed: Mar 17, 2015

Reviewed: October 20, 2009

Reviewed: June 16, 2015