

Curriculum Development and Adoption of Instructional Materials

Curriculum Development

The Board recognizes its responsibility for the improvement and growth of the educational program of the schools. To this end, the curriculum shall be evaluated, adopted and developed on a continuing basis and in accordance with a plan for curriculum growth. Instructional materials shall be selected to assist students in attaining the basic skills and works skills and for staff to use in teaching students the Common Core and/or state standards and district standards.

Any proposal must include estimated start-up costs and projected annual costs. 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 or designee shall establish procedures for curriculum development which provide for involvement of staff members and community representatives and staff members at appropriate times. The Superintendent or designee and the Instructional Council will design the make-up of the Adoption Committee which will consist of, but not be limited to, affected grade level and/or content teachers, building administrators, and community members. Curriculum review should be an ongoing, data-driven process based on state and district assessments, changing demographics and other pertinent information. Procedures will also provide for: the annual review of selected areas on a cyclical basis, and for implementing any suggested changes that come from the curriculum study. Such cyclical curriculum review will take place at least once during each seven year period.

The Board is responsible for assuring that a quality program is offered which is consistent with the expectations of the parents and students of the district.

Courses of study and/or program offerings must reflect the needs of students, and be aligned with Common Core and/or state standards and district standards. As needs change, program offerings must respond. The Superintendent shall advise the Board of any program changes, additions or deletions as these are approved by the Instructional Council.

With the exception of certain music and physical education classes which may have specific entry-level performance standards and human sexuality classes or portions thereof, all classes, including but not limited to, health and fitness and Career and Tech Education classes shall be accessible to students regardless of sex.

Selection and Adoption of Instructional Materials

The Board is legally responsible for the selection of all instructional materials used in the District. Instructional materials will be defined as all printed, filmed or recorded materials furnished by the district for student use and/or included on student's reading lists. The primary objective in selecting instructional materials is to implement, enrich and support the educational program of the schools. All instructional materials will be selected in conformance with:

- Applicable state and federal laws;
- The stated goals and/or standards of the district; and
- Procedures established by the Instructional Council;

Criteria for the Selection of Core Instructional Materials

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

Core instructional materials shall be adopted by the Board prior to their use in schools except for trial use of a pilot nature, which may be authorized by the Superintendent. Materials requested for trial use shall be subject to a review and recommendation by Instructional Council. These materials must be research-based validated practices and curriculum; and restricted to classes specified. Results of the trial shall be reported to the Instructional Council and the Superintendent.

All materials will be reviewed and recommended to the Superintendent by the Instructional Council. The Superintendent will review and forward to the Board for approval.

Instructional materials selected will 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;
- C. Provide sufficient variety so as to present opposing views of controversial issues in order that student may develop the skills of critical analysis and informed decision making;
- D. Contribute to the development of an understanding of the ethnic, cultural, and occupational diversity of American life;
- E. 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; or
- F. 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.
- G. Eliminate in all textbooks and instructional materials including reference materials and audio-visual materials, bias pertaining to sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability or the use of trained guide dog or service animal.

Any requests from organizations that provide instructional materials and/or aid must be examined to insure that such materials meet the criteria above. The principal will 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 responsibility for preparing all student reading lists and for examining, evaluating and selecting all supplementary materials is delegated to the professional staff of the district. Textbooks will be adopted by the Board prior to their use in schools except for trial-use text of a pilot nature, which may be authorized by the Superintendent for use for a period of no more than one school year prior to Board adoption. Materials approved for trial use will be restricted to identified classes.

The Superintendent will ensure that a listing of all textbooks used within the school curriculum is maintained in every district school and is available for public review.

Legal References:

Cross References: 6881 - Disposal of Surplus Equipment and/or Materials

Legal References: RCW 28A.150.230 District school directors' responsibilities
RCW 28A.320.230 Instructional materials — Instructional materials committee
RCW 28A.405.060 Course of study and regulations — Enforcement — Withholding salary warrant for failure
Chapter 28A.640 RCW Sexual Equality
WAC 180-44-010 Responsibilities related to instruction
WAC 392-190-055 Textbooks and instructional materials — Scope — Elimination of bias

Bremerton School District

Adopted:	11/04/99	_____	_____
Revised:	04/10/08	09/10/2013	2/19/2015
Affirmed:	_____	_____	_____