



## **606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

### **I. PURPOSE**

The purpose of this policy is to provide direction for selection of textbooks and instructional materials.

### **II. GENERAL STATEMENT OF POLICY**

The School Board recognizes that selection of textbooks and instructional materials is a vital component of the school district's curriculum. The School Board also recognizes that it has the authority to make final decisions on selection of all textbooks and instructional materials.

### **III. RESPONSIBILITY OF SELECTION**

A. While the School Board retains its authority to make final decisions on the selection of textbooks and instructional materials, the School Board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of textbooks and instructional materials. Accordingly, the School Board delegates to the Superintendent/designee the responsibility to direct the professional staff in formulating recommendations to the School Board on textbooks and other instructional materials.

B. In reviewing textbooks and instructional materials during the selection process, the professional staff shall select materials which:

1. support the goals and objectives of the education programs;
2. consider the needs, age, and differentiated learning styles;
3. foster respect and appreciation for cultural diversity and varied opinions represented in our student body;
4. fit within the constraints of the school district budget;
5. are in the English language. Another language may be used, pursuant to Minn. Stat. § 124D.61 and according to School Board approval.
6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and
7. do not censor or restrain instruction in American or Minnesota state history or heritage

based on religious references in original source documents, writings, speeches, proclamations, or records.

Donated materials should be subjected to the same examination and should be accepted or rejected accordingly.

C. The Superintendent/designee shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of textbooks and other instructional materials by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.

#### **IV. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

A. The Superintendent/designee shall be responsible for keeping the School Board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.

B. The Superintendent/designee shall present a recommendation to the School Board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.

C. In accordance with MN Statute 120B.20, Parents, guardians or adult students (18 years of age or older), may request to review the content of the instructional materials to be provided to a minor child or to an adult student and, if the parent, guardian, or adult student objects to the content, to make reasonable arrangements with school personnel for alternative instruction. Requests shall be made in writing to the building principal using the REVIEW OF INSTRUCTIONAL MATERIALS FORM.

#### **V. CHALLENGE OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS**

A. The School Board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. Interested persons may request an opportunity to review materials and submit a request for challenges of the use of certain textbooks or instructional materials.

B. The Superintendent/designee shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek challenges of textbooks or other instructional materials.

C. When textbooks or other instructional materials are challenged, a School Board approved procedure will be initiated. Challenged materials will be carefully reviewed in the light of specific objections which have been raised. The administrator may schedule an initial meeting with the complainant to discuss their concern, to explain the "PROCEDURES FOR CHALLENGES OF INSTRUCTIONAL MATERIALS," and to provide complainant with the "CITIZEN REQUEST FOR CHALLENGE OF INSTRUCTIONAL MATERIALS)" form.

**Legal References:** Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction – Curriculum)  
Minn. Stat. § 120B.235 (American Heritage Education)  
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)  
Minn. Stat. § 124D.59-124D.61 (Limited English Proficiency)  
Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)  
*Hazelwood Sch. Dist. v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)  
*Pratt v. Independent Sch. Dist. No. 831*, 670 F.2d 771 (8<sup>th</sup> Cir. 1982)

**POLICY ADOPTED:** February 17, 2009

**POLICY REVIEWED:** September 25, 2014