Information Sheet – 11/14/17 - Board of Trustees Meeting

TO: Board of Trustees Item: 8.2

FROM: Celli Coeville

DATE: November 8, 2017

RE: Revise BP & Exhibit 6161.11 Supplementary Instructional Materials

Revise Board Policy and Exhibit for Supplementary Instructional Materials which have been updated to reflect language consistent with District guidelines for audio/visual materials.

Recommendation: Adopt Board Policy and Exhibit as presented

SUPPLEMENTARY INSTRUCTIONAL MATERIALS

The Board of Trustees encourages teachers to use supplementary instructional materials which are relevant to 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 their intellectual growth.

Teachers shall 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

2. Appropriate for students' ages and maturity levels

Supplementary instructional materials must also be consistent with criteria developed for the selection and evaluation of other instructional materials. If the teacher believes that the materials may be in conflict with district criteria, the teacher shall confer with the principal or designee before using them.

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

When using supplementary materials, teachers shall provide appropriate introductory and follow-up activities. In addition, teachers shall ensure that supplementary materials do not supplant the use of basic texts or teaching activities.

All materials must be used within legal copyright limits.

(cf. 6162.6 - Use of Copyrighted Materials)

~~Films~~ Audio/Visual Materials

When a teacher desires to show ~~a film~~ audio/visual materials that ~~has~~ have not been approved by the district or county for use in the grade level taught, the teacher shall preview the ~~film~~ audio/visual materials to determine whether in his/her professional judgment ~~it is~~ they are consistent with district criteria for the selection of instructional materials. All ~~films~~ audio/visual materials must be appropriate for the curriculum, ~~and~~ the students' ages, and the materials are both:

1. Directly related to the course of study and/or related to the grade-level standards in which they are being used

2. Appropriate for students’ ages and maturity levels

SUPPLEMENTARY INSTRUCTIONAL MATERIALS (CONTINUED)

Questions concerning the appropriateness of materials must be discussed with the site administrator or designee prior to the showing of materials. The site administrator or designee will be informed if audio/visual materials requiring positive parental permission are intended to be shown.

Parents will receive notification, a minimum of five (5) days prior to showing, only when audio/visual materials do not parallel the age appropriate district guidelines as follows:

G: General Audiences – Appropriate for all ages

PG: Parental Guidance Suggested – Appropriate for students 10 and up

PG-13: Parents Strongly Cautioned – Appropriate for students 13 and up

R: Restricted – Appropriate for students 17 and up

Positive parent response is required; otherwise the student will be exempt from the audio/visual activity. An alternative assignment, relevant to the curriculum and no more time consuming than the viewing of the audio/visual materials, will be provided.

When using supplementary materials, teachers will provide the appropriate introductory and follow-up activities. In addition, teachers shall ensure the supplementary materials do not supplant the use of basic texts or teaching activities.

If the teacher has any questions about how established district criteria apply to the film, he/she shall confer with the principal or designee before showing the film.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 6142.1 - Family Life/Sex Education)
(cf. 6144 - Controversial Issues)

Legal Reference:

EDUCATION CODE
233.5 Duty re instruction in morals, manners and citizenship
18111 Exclusion of books by governing board
51510 Prohibited study or supplemental materials
51511 Religious matters properly included
51550 Sex education materials
60010 Definitions
COURT DECISIONS
McCarthy v. Fletcher, (1989) 207 Cal. App. 3d 130

Jefferson Elementary School District
Supplementary Audio/Visual Materials
Parent Permission Form

Dear Parent or Guardian:

Jefferson Elementary School District Policy encourages teachers to select and use enrichment materials to supplement district approved curricula. The following materials have been selected by your child's teacher and have been approved for use by the principal of the school. Because portions of the material contain content of a sensitive nature, you are being notified of its use and you have the option of withholding permission for your child to use the material. District policy provides that an assignment of equal value will be provided for students who do not participate in this part of the lesson.

I am planning to use the following supplementary materials in my class between (dates) _____and

_____. The name of the film, or audio book, etc. is _____.

It is rated* _____ and will take approximately _____ minutes to review. These materials will be used to supplement instruction and fall within the scope and sequence of planned activities for the class. The subject matter and pertinence of the materials to curriculum are

_____

_____.

Your student will be using these materials only if you sign and return this permission slip. Please respond by returning this form to me on or before _____. Students excused from the viewing of this material will be given an alternative assignment, relevant to the curriculum and no more time consuming that the viewing of the audio/visual material.

Sincerely,

_____
Teacher Signature Subject/Class Period

Administrator Approval (initials) _____ School _____

*Policy 6161.11 states "Parents will receive notification only when a video does not parallel the age appropriate district guidelines (G – all , PG – ages 10 and up, PG13 – ages 13 and up, R – ages 17 and up)."

Supplemental Audio/Visual Materials
Parent Response

Please return the attached form only if you wish your student to be excused from participating in this part of the lesson. An alternative assignment will be given.

___ I want my student to have access to these materials as a part of the instructional program.

___ I do not want my student to have access to these materials as a part of the instructional program.

_____
Student Name

_____
Parent Signature Subject/Class

Date_____

Exhibit JEFFERSON ELEMENTARY SCHOOL DISTRICT