



ADMINISTRATIVE POLICY
Instructional Materials Selection
CUR-A001

Policies are periodically revised. Users of this policy should check the QAM website for the most recent version.
http://www.salkeiz.k12.or.us/content/qam/qam-documents

- 1. Salem-Keizer School District shall select and provide students with appropriate instructional and resource materials.
2. Selection of instructional materials:
2.1. Instructional materials shall be recommended for selection by the K-12 Directors.
2.2. Staff, parents and community members shall be involved in the textbook and other instructional materials adoption process.
2.3. Final authority for materials to be acquired within a school shall rest with the K-12 Directors.
3. Basic principles in the selection of books and other materials:
3.1. Instructional materials collections shall be developed systematically so that they are well-balanced and well-rounded in coverage of subjects, types of materials, and variety of content.
3.2. Materials shall be of high quality and shall be carefully evaluated before purchase.
3.3. Collections shall be continuously reevaluated in relation to changing curriculum standards and content, new instructional methods, and the current needs of teachers and students.
3.4. Instructional materials shall not promote discrimination, harassment, prejudice, or racism.
3.5. Instructional materials must comply with industry standards for accessibility as detailed in the district's Accessible Education Material Guidelines (STS-W061).
4. Required or recommended materials not provided by District textbook adoption funds shall be selected following the principles and criteria used for District acquired materials.
5. Curriculum materials and instructional supplies shall be distributed to ensure equity among schools.

Implementing Procedures:

Instructional Materials Selection – CUR-P001

Accessible Education Materials Guidelines – STS-W061

Religious Exemption Opt-out – CUR-P007

Revision History:

Table with 2 columns: Date, Description. Rows include: November 10, 2011 (See Archives for more document history), 5/26/21 (Updated titles throughout and added section 3.5), 09/22/22 (Added implementing procedure CUR-P007).

Approved By: K-12 Directors (approval on file)