



Selection of Instructional Materials

- D. Illustrations should reflect a broad range of cultures, racial and ethnic groups and sexual/gender identity and orientation in a manner that demonstrates equity and respect.
- E. Published materials which emphasize the unique and special value of our multi-cultural nation should be sought because they assist students to recognize and accept the basic similarities among all members of the human race and the uniqueness and worth of every individual. .
- F. Instructional materials should distinguish opinions from facts and offer a range of different theories and issues. Unsupported generalizations should be distinguished from generalizations based on objective data.
- G. Review of foreign language materials shall address all criteria stated above and should also include a review of the accuracy and quality of the translation.

IV. Textbook and Instructional Resources Acquisition

- A. Approved buying lists of textbooks and instructional resources and digital materials are updated several times annually by the district. Lists are cumulative.
- B. Copies for review are provided to the district by vendors upon request of the appropriate district department. Resources listed by recognized national organizations are continuously reviewed.

V. Textbook and Instructional Materials Committee

- A. Textbook and instructional materials publishers shall receive notice of selection dates, and committees shall review materials submitted by publishers for such purposes.
- B. Committee members shall sign a conflict of interest agreement pertaining to appropriate contact with vendors during the selection process and disclosing financial interest in specific vendors.
- C. Representatives of publishers shall not be permitted to call on committee members individually, and no person while serving as a member of such committee shall accept any favors from such representatives.
- D. Upon completion of its work, a committee shall submit its report to the appropriate administrator who will forward the report to the superintendent.

Administrative Directive 6.40.011-AD

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