

POLICY 6610  
SELECTION OF INSTRUCTIONAL MATERIALS

The selection of instructional materials, including required textbooks, equipment, and supplementary books and materials, shall be recommended to the School Board by the superintendent of schools, in accordance with District rules and regulations. The Board shall make the final determination regarding selection of materials.

Textbooks and other materials which are required to be read by all students shall be evaluated and recommended to the superintendent by the chief academic officer and the curriculum design team. This team is charged with the responsibility of screening materials and preparing recommendations for selection and adoption of instructional materials. Upon adoption, curriculum and instruction materials must be implemented by the instructional staff.

Supplementary materials which are to be used for particular programs in individual schools may be selected by teachers, teacher committees, or departments with the approval of the principal, the chief academic officer, and the superintendent/designee.

The Board shall adopt the required materials and equipment for the District.

The District shall not discriminate in the selection and evaluation of instructional and library materials or media on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional, or learning disability or handicap. Discrimination complaints shall be processed in accordance with established procedures.

LEGAL REF.: Wisconsin Statutes  
Sections 118.03(2) [Purchase of textbooks]  
118.13 Pupil discrimination prohibited  
120.10(15) Textbooks  
120.12(11) Indigent children  
120.13 School board powers  
120.13(5) Books, material and equipment  
Wisconsin Administrative Code  
PI 9.03(1) [Prohibiting discrimination against pupils]

CROSS REF.: 1410, Free Materials  
2110, Benchmarks  
3280, Student Fees  
5110, Equal Educational Opportunity/Discrimination Complaint 6300, Curriculum Development and Improvement  
6430, Instructional Arrangements (The Learning Situation)  
6620, Library Resources  
6810, Teaching About Controversial Issues Board-Adopted Academic Standards

AFFIRMED: September 24, 1991

REVISED: March 9, 1999  
January 29, 2002  
December 15, 2015  
April 24, 2017  
February 26, 2019  
August 27, 2019

RULE 6610  
PROCEDURES FOR SELECTING AND USING  
SUPPLEMENTARY INSTRUCTIONAL MATERIALS

1. No student shall be required to read supplementary books or those on a required list if the parent/guardian indicates there are reasons why a particular book should not be read by their child.
2. Movies/video clips can enhance the educational experience for students. Therefore, movies/videos must be directly relevant to the curriculum and be appropriate for all students within the classroom. Following careful evaluation, movies/video clips in various formats and other audio-visual materials may be used for instructional purposes in accordance with District Policy 3531.1—Copyrighted Materials.
3. Movies/video clips are defined as being less than 25 minutes in length and are to be used with classroom discussion or activities.
4. Commercial entertainment videos having obvious educational value may be included when appropriate to the subject being studied. Commercial videos that are unrated or rated PG or PG-13 shall not be shown to students in the District without advance written notice to the parents. Such notice shall contain an accurate description of the contents of the film. No videos having an R, NC-17, or X shall be shown to students at any school.
5. Parents/guardians not wishing to have their children participate in viewing a particular video may indicate this decision in a note to the principal. The decision of the parent/guardian will be respected, and an assignment of equal value may be given as an alternative to attending the showing of such a video. The parent/guardian shall be given an opportunity to review District-owned audio-visual materials as available, at no additional expense to the District.

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**SEVEN-YEAR CURRICULUM REVIEW CYCLE**

SCHOOL YEAR	PHASE 1: REVIEW	PHASE 2: DEVELOP	PHASE 3: PREPARE	PHASE 4: IMPLEMENT	PHASE 5: MONITOR		
	Year 1—How does what we are doing now correlate with the research?	Year 2—What are we going to do?	Year 3—How are we going to do it?	Year 4—What does it look like in the classroom?	Year 5—How will we know we accomplished what we intended?	Year 6—How well is it working, and how can we make it better?	Year 7—Is what we set out to do happening—are students learning?
2018-19	<ul style="list-style-type: none"> <li>• 6-10 math</li> <li>• K-5 music</li> <li>• Early education</li> <li>• 9-12 social studies electives</li> </ul>	<ul style="list-style-type: none"> <li>• 4-12 performance music</li> <li>• Career and technical education (technology)</li> <li>• 6-12 English language arts</li> <li>• 6-8 world language</li> </ul>	<ul style="list-style-type: none"> <li>• K-5 math</li> <li>• 11-12 science (fourth courses)</li> <li>• K-12 art</li> <li>• 9-12 career and technical education (business and family and consumer science)</li> <li>• K-8 Spanish language arts (dual language)</li> <li>• 6-12 social studies (U.S. History/ Government)</li> </ul>	<ul style="list-style-type: none"> <li>• 6-12 social studies (World History)</li> <li>• K-12 health</li> <li>• 6-8 theatre</li> <li>• 6-11 science</li> </ul>	<ul style="list-style-type: none"> <li>• K-5 science</li> <li>• 9-12 career and technical education (Exploring Health Occupations)</li> <li>• 9-12 world languages</li> </ul>	<ul style="list-style-type: none"> <li>• 11-12 math (fourth courses)</li> <li>• K-5 social studies</li> <li>• 9-12 English Language Development III</li> </ul>	<ul style="list-style-type: none"> <li>• K-5 reading</li> <li>• 6-12 English</li> <li>• K-12 English Language Development I/ II</li> </ul>

SCHOOL YEAR	PHASE 1: REVIEW	PHASE 2: DEVELOP	PHASE 3: PREPARE	PHASE 4: IMPLEMENT	PHASE 5: MONITOR		
2019-20	<ul style="list-style-type: none"> <li>• K-5 English language arts</li> <li>• K-12 English Language Development I/ II</li> <li>• K-5 physical education</li> <li>• Career and technical education pathways:                             <ul style="list-style-type: none"> <li>○ Child development</li> <li>○ Healthcare</li> <li>○ Advanced manufacturing</li> <li>○ Construction</li> <li>○ Accounting</li> <li>○ Textiles</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 6-10 math</li> <li>• Early education</li> <li>• 9-12 social studies electives</li> <li>• 9-12 theater</li> <li>• 9-12 art</li> <li>• Career and technical education pathways:                             <ul style="list-style-type: none"> <li>○ Culinary management</li> <li>○ Business management</li> </ul> </li> <li>• Personal finance</li> <li>• Computer courses</li> </ul>	<ul style="list-style-type: none"> <li>• 4-12 performance music</li> <li>• Career and technical education (technology)</li> <li>• 6-8 world language</li> <li>• 6-12 English language arts</li> <li>• K-5 music</li> <li>• K-5 art</li> </ul>	<ul style="list-style-type: none"> <li>• K-5 math</li> <li>• 11-12 science (fourth courses)</li> <li>• 6-8 art</li> <li>• K-8 Spanish language arts (dual language)</li> <li>• 6-12 social studies (U.S. History/ Government)</li> </ul>	<ul style="list-style-type: none"> <li>• 6-12 social studies (World History)</li> <li>• K-12 health</li> <li>• 6-11 science</li> </ul>	<ul style="list-style-type: none"> <li>• K-5 science</li> <li>• 9-12 world languages</li> </ul>	<ul style="list-style-type: none"> <li>• 11-12 math (fourth courses)</li> <li>• K-5 social studies</li> <li>• 9-12 English Language Development III</li> </ul>

SCHOOL YEAR	PHASE 1: REVIEW	PHASE 2: DEVELOP	PHASE 3: PREPARE	PHASE 4: IMPLEMENT	PHASE 5: MONITOR		
2020-21	<ul style="list-style-type: none"> <li>• 11-12 math (fourth courses)</li> <li>• K-5 social studies</li> <li>• 9-12 English Language Development III</li> <li>• 6-12 physical education</li> <li>• 6-8 computer science</li> <li>• Career and technical education pathways:                             <ul style="list-style-type: none"> <li>○ Marketing</li> <li>○ Transportation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• K-5 English language arts</li> <li>• K-12 English Language Development I/II</li> <li>• K-5 physical education</li> <li>• Career and technical education pathways:                             <ul style="list-style-type: none"> <li>○ Child development</li> <li>○ Healthcare</li> <li>○ Advanced manufacturing</li> <li>○ Construction</li> <li>○ Accounting</li> <li>○ Textiles</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 6-10 math</li> <li>• K-5 music</li> <li>• Early education</li> <li>• 9-12 social studies electives</li> <li>• 6-8 world language</li> <li>• Career and technical education pathways:                             <ul style="list-style-type: none"> <li>○ Culinary</li> <li>○ Business management</li> </ul> </li> <li>• Personal finance</li> <li>• Computer courses</li> </ul>	<ul style="list-style-type: none"> <li>• 4-12 performance music</li> <li>• 6-8 world language</li> <li>• 6-12 English language arts</li> <li>• K-5 music</li> <li>• K-5 art</li> </ul>	<ul style="list-style-type: none"> <li>• K-5 math</li> <li>• 11-12 science (fourth courses)</li> <li>• K-8 Spanish language arts (dual language)</li> <li>• 6-12 social studies (U.S. History/ Government)</li> </ul>	<ul style="list-style-type: none"> <li>• 6-12 social studies (World History)</li> <li>• K-12 health</li> <li>• 6-12 theatre</li> <li>• 6-11 science</li> </ul>	<ul style="list-style-type: none"> <li>• K-5 science</li> <li>• 9-12 world languages</li> </ul>

The Curriculum Review Cycle may need to be amended due to state and district curriculum and assessment guidelines and revisions.