

## POLICY 4015

### Adoption of Textbooks/Digital Curriculum and Instructional Materials

- A. Box Elder School District will adopt textbooks/digital curriculum and instructional materials that are in alignment with content, philosophy and instructional strategies of the Utah State Core Curriculum. These materials may be used by students as principal sources of study and provide comprehensive coverage of course content.
- B. Students will have access to textbooks/digital curriculum and support materials through District wide participation in efficient textbook/digital curriculum adoption procedures for all content areas. Adoption procedures shall include:
  - 1. The establishment of a District textbook/digital curriculum adoption schedule, which shall be reviewed annually by the Curriculum Department in consideration of funding availability, publication dates of new materials, new courses, and identified instructional needs.
  - 2. Convening of a Textbook/Digital Curriculum Adoption Committee which shall be made up of representative groups of teachers from schools and grade levels that will be responsible for implementation of the adoption.
  - 3. Review of textbooks/digital curriculum and instructional materials recommended by the Utah State Office of Education and identification of materials most appropriate for use in Box Elder School District.
- C. The Curriculum Department will establish a plan to include:
  - 1. The adoption of textbooks/digital curriculum and support materials
  - 2. Implementation and staff development
  - 3. The purchase of annual consumable textbooks
  - 4. Annual textbook replacement, maintenance and adjustments for class enrollment increases
- D. Schools requesting a variance to the District textbook adoption must submit and present such requests to the Box Elder School District Board of Education for approval.
- E. The Board shall adopt recommended textbooks/digital curriculum instructional materials

in an open and regular meeting.