

# Ashland School District 5

Code: IIA

Adopted: 5/10/04

Readopted: 6/12/17; date

Orig. Code(s): IIA

## ~~Instructional Resources~~/Instructional Materials

The Board believes that proper care and judgment should be exercised in selecting basic instructional materials. While the Board retains the authority to approve district instructional materials adoptions, it authorizes the superintendent or designee to develop and implement administrative procedures governing how selections are determined. Such procedures will provide for administrator, staff, parent, student and community involvement and employ suitable selection criteria to ensure that the recommended instructional materials will meet the needs of the program, students, teachers and community.

Any person responsible for the adoption of textbooks or the approval of instructional materials may not prohibit the use of, or refuse to approve the use of, textbooks or instructional materials on the basis that the textbooks or instructional materials include a perspective, study or story of, or are created by, any individual or group identified in ORS 337.260(1)(a)-(e), [i.e., are Native American, European, African, Asian, Pacific Island, Chicano, Latino, Middle Eastern or Jewish descent, have disabilities, are immigrants or refugees, or are lesbian, gay, bisexual or transgender].

Any person responsible for the selection or retention of library materials may not prohibit the selection or retention of, or refuse to select or retain, library materials on the basis that the library materials include a perspective, study or story of, or are created by any individual or group against whom discrimination is prohibited under ORS 659.850, [i.e., race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, age or disability].

A material involved with a reconsideration request will remain available throughout the reconsideration process. Materials will not be removed for discriminatory reasons. A request for reconsideration of materials may be processed through established procedures found in accompanying administrative regulations. Meetings of reconsideration committees may be subject to Public Meetings Law. Records regarding reconsideration procedures are subject to Public Records Law.

This policy is not intended to cover classroom activities. Complaints regarding classroom activities unrelated to materials can be filed using other established district complaint procedures.

The district will review instructional materials in accordance with the State Board of Education adoption cycle. Each instructional program and basic instructional materials will be reviewed on a five- to seven-year cycle and recommendations for appropriate instructional materials will be made.

Recommended instructional materials will be free of racial, national origin, religious, disability, age, marital status, sexual orientation or sexual bias; contain appropriate readability levels; support the district's adopted curriculum content; provide ease of teacher use; be attractive and durable and be purchased at a reasonable cost.

The district will establish a process and timeline for regularly determining and considering whether the textbooks and other instructional materials are available through online resources that enable students with print disabilities to receive textbooks and instructional materials free of charge.

All basic instructional materials recommended for adoption need to be approved for use by the Board. Prior to Board approval, parents, students and interested district patrons will have the opportunity to

review the recommended instructional materials and be encouraged to provide opinions about them and their use in the classrooms.

All supplementary materials and library/media resources will be selected cooperatively by teachers, principals, librarians and sometimes with the assistance of students and parents. Recommended supplementary materials and library media resources will also be free of racial, national origin, religious, disability, age, marital status, sexual orientation or sexual bias; contain appropriate readability levels; support the district's adopted curriculum content; provide for ease of teacher use; be attractive and durable and be purchased at a reasonable cost.

An orderly process shall be established to assure a fair hearing to those who have objections about district instructional materials and to protect the district and its employees from unreasonable demands which may restrict academic freedom and individual rights. This review process shall be included in the district's instructional media selection procedures.

### Definitions

"Core instructional material," sometimes referred to as basal, means any organized system, which constitutes the major instructional vehicle for a given course of study, or any part thereof. Core instructional materials may include adaptive or personalized learning programs, digital textbooks, and print textbooks and are adopted and paid for by the district. Core instructional materials may include such instructional materials as a hardbound or a softbound book or books or sets or kits of print and non-print materials, including electronic and internet or web-based materials or media.

"Supplemental instructional materials" means instructional materials used as part of the course of study, which are not part of the core instructional materials. They contain materials to supplement and/or differentiate core instruction and are generally teacher selected. These materials are not adopted by the Board. Materials required or assigned to be used as part of a class may be considered supplemental instructional materials, regardless of the source or location of the material.

"Library materials" includes educational or literary materials that are nonfiction or fiction and that are available in print or an electronic format. "Library materials" does not include textbooks or instructional materials that are selected under ORS 337.120, 337.141 or 337.260.

"School library" means any collection of library materials made available to students at school, either at a central location of the school, at a common area for one or more grades of the school, or through an online remote education program. The use of these materials may not be required for a particular class, but they may be selected by students to use. These materials are not adopted by the Board.

"Classroom library" means any collection of library materials made available to students in a single classroom or a common area accessible by two or more classrooms in district schools. The use of these materials is not required for the class, but they may be selected by students to use. These materials are not adopted by the Board.

END OF POLICY

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**Legal Reference(s):**

[ORS 174.100](#)  
[ORS 332.107](#)  
[ORS 336.035](#)  
[ORS 336.082](#)  
[ORS 336.840](#)  
[ORS 337.120](#)  
[ORS 337.141](#)  
[ORS 337.150](#)  
[ORS 337.260](#)  
[ORS 337.511](#)  
[ORS 339.155](#)  
[ORS 659.850](#)  
[OAR 581-011-0050 - 0117](#)  
[OAR 581-021-0045](#)  
[OAR 581-021-0046](#)  
[OAR 581-022-2310](#)  
[OAR 581-022-2340](#)  
[OAR 581-022-2350](#)  
[OAR 581-022-2355](#)  
[Every Student Succeeds Act,](#)  
[20 U.S.C. §§ 6311-6322](#)  
[\(2024\).](#)  
[Title VI of the Civil Rights](#)  
[Act, 42 U.S.C. § 2000d](#)  
[\(2024\); 28 C.F.R. §§ 42.101-](#)  
[42.106 \(2024\).](#)  
[Title IX of the Education](#)  
[Amendments, 20 U.S.C. §§](#)  
[1681-1683, 1701, 1703-1705,](#)  
[1720 \(2024\).](#)  
[Americans with Disabilities](#)  
[Act, 42 U.S.C. §§ 12101-](#)  
[12133 \(2024\).](#)  
[Age Discrimination Act of](#)  
[1975, 42 U.S.C. §§ 6101-](#)  
[6107 \(2024\).](#)  
[Senate Bill 1098 \(2025\).](#)

**Cross Reference(s):**

[INB - Studying Controversial](#)  
[Issues](#)  
[KH - Major Gifts and](#)  
[Donations](#)  
[KL - Public Complaints](#)

~~[ORS 336.035](#)~~  
~~[ORS 336.840](#)~~  
~~[ORS 337.120](#)~~  
~~[ORS 337.141](#)~~  
~~[ORS 337.150](#)~~

~~[ORS 337.260](#)~~  
~~[ORS 337.511](#)~~  
~~[ORS 339.155](#)~~

~~[OAR 581-011-0050 to 0117](#)~~

~~[OAR 581-021-0045](#)~~  
~~[OAR 581-021-0046](#)~~  
~~[OAR 581-022-1140](#)~~  
~~[OAR 581-022-1520](#)~~  
~~[OAR 581-022-1640](#)~~

~~[No Child Left Behind Act of 2001, 20 U.S.C. §§ 6311-6322 \(2006\).](#)~~

**Cross-Reference(s):**

INB—Studying Controversial Issues—

KH—Major Gifts and Donations—

KL—Public Complaints