

# Portland Public School District 1<sup>st</sup> Reading

**DATE OF FIRST READING: August 28, 2023**

## **PUBLIC COMMENT FOR Policy 6.40.010-P: Instructional Materials Selection**

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The Portland Public School District is providing Notice of Proposed Revised Policy and Public Comment to offer interested parties reasonable opportunity to submit data or comments on the proposed policies noted below.

Public comment may be submitted in writing directly to the district or through the district website noted below. Written comments must be submitted by 5:00pm on the Last Date for Comment listed below.

**Open for Comment until at least:  
September 18, 2023**

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**Summary:**                    **Instructional Materials Selection 6.40.010-P**

**1<sup>st</sup> Reading by:**        **Director Julia Brim-Edwards**  
Portland Public School Board, Policy Committee Chair

**Recommended for a 1st Reading by:**  
Portland Public Schools Board of Education  
Policy Committee

**Draft Policy Web Site:** <http://www.pps.net/draftpolicies>

**Contact:**                    **Rosanne Powell, Senior Board Manager**  
**Address:**                    P.O. Box 3107, Portland, OR 97208-3107  
**Telephone:**                503-916-3741  
**E-mail:**                      [schoolboard@pps.net](mailto:schoolboard@pps.net)

**Draft Policy Comment Form:**    <https://forms.gle/VqYbmVA36qqADj6n6>

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## STAFF REPORT

Date: August 16, 2023  
To: School Board  
From: Dr. Kimberlee Armstrong  
Subject: Proposed Revisions to the Instructional Materials Policy 6.40.010-P

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### **BACKGROUND**

This policy was last amended in 2002 and was in need of updates both as to language and practices for the development and adoption of instructional materials. PPS is committed to equitable access to high quality instructional materials, as further defined through the Instructional Roadmap. Educational Equity is central within this roadmap. PPS is committed to closing predictable outcomes of student achievement through the use of high quality instructional materials resulting in high quality teaching and learning outcomes. The adoption toolkit specifies community engagement, in stewardship of bond funds dedicated to curriculum. This commitment is also realized through high quality teacher professional learning and implementation of the adopted materials.

### **RELATED POLICIES/BEST PRACTICES**

It is important to keep PPS policies in line with current and best practices.

### **FISCAL IMPACT**

None

### **COMMUNITY ENGAGEMENT (IF APPLICABLE)**

There was no community engagement about the policy itself however, the District engages in extensive community engagement. See Instructional Resources Adoption Toolkit

### **TIMELINE FOR IMPLEMENTATION / EVALUATION**

To be implemented upon adoption by the Board of Education.

### **STAFF RECOMMENDATION**

To adopt the proposed amendments.

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**ATTACHMENTS**

- A. Redline Instructional Materials 6.40.010-P
- B. Clean Copy Instructional Materials 6.40.010-P

## 6.40.010-P Instructional Materials Selection

The Board recognizes the important contributions that can be made to the instruction of young people by high quality educational and instructional materials enhance our students' learning and educational experiences, and they. It is the intent of the Board that such materials shall be available in the Portland schools. The Superintendent shall is therefore charged with the responsibility of establishing procedures for the selection of textbooks and instructional materials in accordance with state law, State Board of Education rules, and criteria to which will help realize the goals of education as enunciated by the State, and the District. and adopted District curriculum guides. Materials will be selected with consideration of their ability to address state and local common curriculum goals and content standards. In developing such procedures and in the selection and approval of textbooks and instructional materials for use in district schools, the following guidelines shall be followed.

### I. Textbook and Instructional Materials Selection

- (1) Textbooks and instructional materials shall be selected on a designated schedule with the exception of those materials that are determined to be satisfactory with regard to content, as well as availability for replacement copies of textbooks/instructional materials and essential consumables. Ordinarily such selection schedules shall coincide with those of the State Board of Education.

### II. State Approved and Supplementary

- (1) Textbooks and instructional materials adopted by the State Board of Education may be approved for use in District schools by the Office of the Superintendent.

### III. Textbooks and Instructional Materials Not State Approved

- (1) Textbooks and instructional materials other than those approved by the State Board of Education to be used in the elementary and secondary schools shall require approval and adoption by the District's school Board of Education upon the recommendation of the Superintendent.

### IV. Supplementary Books and Instructional Materials

- (1) Supplementary books, maps, library books, courses of study, instructional guides, all media materials, and other instructional materials in used in District schools shall require approval according to a process established by the Office of the Superintendent.

### V. Guidelines for Inclusion

- (1) Criteria for selection of instructional materials shall include accurate

- portrayal of the diversity of our society, including the contributions of ~~both men and women,~~ and the roles and contributions of different racial, ethnic, **gender,** and religious groups to the development of Oregon and the United States.
- (2) ~~If instructional materials used selected by the dDistrict are not should be~~ free from bias or prejudice on account of age, color, creed, disability, marital status, national origin, race, religion, sex or sexual orientation, ~~staff has an affirmative responsibility to minimize the adverse effects of such bias or prejudice in any classroom where such materials are used. It is the duty of staff to interpret the material in the light of the policies, administrative directives and educational standards of the dDistrict, which reject discrimination or prejudice against any person on account of age, color, creed, disability, marital status, national origin, race, religion, sex or sexual orientation.¶~~
- (3) ~~The Board expects, nonetheless, that~~ instructional materials (will/may) include controversial items which stimulate critical thinking and analysis of issues on the part of students. ~~in accordance with 6.20.010-P, Academic Freedom, 6.20.011-AD Academic Freedom in the Instructional Program, and 6.20.012-AD, Instructional Materials and Academic Freedom.~~
- (4) The ~~s~~Superintendent shall continue to advise publishers of instructional materials of the district's policies and administrative directives for inclusion and use, and to request them to submit instructional materials to the ~~d~~District that are consistent therewith.

## **VI. Use of Selected Instructional Materials**

- (1) Administrators and educators shall implement the use of adopted instructional materials in relevant instructional areas.

## **VII. No fees charged for regular instructional materials and school-required technology.**

- (1) In general, fees may not be charged for regular textbooks, other instructional materials, and school-required technology.
- (2) Fees may be charged for optional, extracurricular activities or for materials for individual projects in courses such as woodworking, metals, clothing design, etc., that are beyond the basic requirements of the class.
- (3) No student will be denied an education because of their inability to pay supplemental fees.

(4) Students may be charged for lost or damaged books, locks, materials, supplies, and equipment. The Superintendent shall develop administrative guidance for the charging of fees for lost or damaged items and criteria for fee waivers.

Legal References: ORS 336.035; ORS 337.120; ORS 337.141; ORS 337.150; ORS 337.260; ORS 339.155; OAR 581-01-0050 to fi0119; OAR 581-022-0045; OAR 581-022-0046; OAR 581-022-1520; OAR 581-022-1640; Improving America's Schools Act of 1994 (IASA), [P.L. 103-382], Title I, Sections 1001-1604/

History: Adpt 6/71; Amd 5/74; Amd 2/9/81; Amd 5/9/85; Amd 9/9/02; BA 2421; Amd \_\_/2023\_

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- men and women, and the roles and contributions of different racial, ethnic, and religious groups to the development of Oregon and the United States.
- (2) If instructional materials used by the district are not free from bias or prejudice on account of age, color, creed, disability, marital status, national origin, race, religion, sex or sexual orientation, staff has an affirmative responsibility to minimize the adverse effects of such bias or prejudice in any classroom where such materials are used. It is the duty of staff to interpret the material in the light of the policies, administrative directives and educational standards of the district, which reject discrimination or prejudice against any person on account of age, color, creed, disability, marital status, national origin, race, religion, sex or sexual orientation.
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