



SCHOOL BOARD ACTION REPORT

DATE: February 21, 2017
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Dr. Kyle Kinoshita, Chief of Curriculum, Assessment and Instruction,
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1. TITLE

Amending Policy No. 2015, Selection and Adoption of Instructional Materials, and Repealing Policy and Procedure C26.00 and C26.01, Provision and Disposition of Instructional Materials

For Introduction: April 5, 2017
For Action: April 19, 2017

2. PURPOSE

This Board Action Report repeals Policy and Procedure C26.00 and C26.01 and adds language from those older documents into Board Policy No. 2015, Selection and Adoption of Instructional Materials. Policy language about providing free textbooks, was and still is, required by state law.

3. RECOMMENDED MOTION

I move that the School Board repeal Policy and Procedure C26.00 and C26.01, Provision and Disposition of Instructional Materials, and amend Board Policy No. 2015, Selection and Adoption of Instructional Materials, as attached to the Board Action Report.

4. BACKGROUND INFORMATION

- a. **Background** In preparing to repeal the 20-year-old policy C26.00, Provision and Disposition of Instructional Materials, and its associated 32-year-old procedure, it was noted that the language in this policy about the provision of free textbooks is still required by state law. As this language is not found in Policy No. 2015, staff propose to move the necessary language into the more current policy to meet the requirements as outlined in RCW 28A.320.230 (1)f:

Instructional materials—Instructional materials committee.

Every board of directors, unless otherwise specifically provided by law, shall:

(1) Prepare, negotiate, set forth in writing and adopt, policy relative to the selection or deletion of instructional materials. Such policy shall:

.....

(f) Provide free text books, supplies and other instructional materials to be loaned to the pupils of the school, when, in its judgment, the best interests of the district will be subserved thereby and prescribe rules and regulations to preserve such books, supplies and other instructional materials from unnecessary damage.

- b. **Alternatives** One alternative is to not amend Policy No. 2015. This alternative is not recommended as the policy will not be in compliance with RCW 28A.320.230 (1)f. Another alternative is to leave the outdated policy in place, but this is not recommended either as it leaves multiple instructional materials policies in the District’s policy book.

- c. **Research** N/A

5. FISCAL IMPACT/REVENUE SOURCE

There is no new fiscal impact resulting from this action as the current practice of providing students textbooks free of charge will continue.

The revenue source for any provision of textbooks will be from funds designated in the Board approval of adopted textbooks and instructional materials.

Expenditure: One-time Annual Multi-Year N/A

Revenue: One-time Annual Multi-Year N/A

6. COMMUNITY ENGAGEMENT

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

The policy amendment simply removes an outdated policy and moves the still relevant piece from that policy into Policy No. 2015, ensuring compliance with state law.

7. EQUITY ANALYSIS

Not applicable.

8. STUDENT BENEFIT

Students receive on loan Board-adopted textbooks and instructional materials.

9. WHY BOARD ACTION IS NECESSARY

Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)

- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. _____, [TITLE], provides the Board shall approve this item
- Other: _____

10. POLICY IMPLICATION

The applicable policy relevant to this motion is Board Policy No. 2015, Selection and Adoption of Instructional Materials.

11. BOARD COMMITTEE RECOMMENDATION

This motion was discussed at the Curriculum and Instruction Policy Committee meeting on March 13. The Committee reviewed the motion and moved this item forward to the full Board with a recommendation for approval.

12. TIMELINE FOR IMPLEMENTATION

All future instructional materials adoptions will comply with the new provision of Board Policy No. 2015, Selection and Adoption of Instructional Materials.

13. ATTACHMENTS

- Policy C26.00, Provision and Disposition of Instructional Materials (for repeal)
- Procedure C26.01, Provision of Instructional Materials (for repeal)
- Board Policy No. 2015, Selection and Adoption of Instructional Materials – Clean (for approval)
- Board Policy No. 2015 Selection and Adoption of Instructional Materials – redline (for reference)
- RCW 28A.320.230 Instructional Materials-Instructional Materials Committee