

Supplementary Instructional Materials

The Solano County Office of Education (SCOE) encourages teachers to use supplementary instructional materials which appropriately contribute and are relevant to curriculum objectives and are compatible with its goals and objectives. By using such materials, teachers can introduce content and instructional strategies that enrich the curriculum, enhance learning, help students make critical judgments, and stimulate their intellectual growth.

Administration and teachers shall carefully preview all supplementary instructional materials in order to ensure that, in their professional judgment, the materials are:

1. Directly related to the course of study in which they are being used
2. Appropriate for students' ages and maturity levels

Supplementary instructional materials must also be consistent with criteria developed for the selection and evaluation of other instructional materials. If the teacher believes that the materials may be in conflict with SCOE's criteria, the teacher shall confer with the principal or designee before using them.

When using supplementary materials, teachers shall provide appropriate introductory and follow-up activities. In addition, teachers shall ensure that supplementary materials do not supplant the use of basic texts or teaching activities.

All materials must be used within legal copyright limits.

Films

When a teacher desires to show a film that has not been approved by SCOE administration for use in the grade level taught, the teacher shall preview the film to determine whether in his/her professional judgment it is consistent with SCOE's criteria for the selection of instructional materials. All films must be appropriate for the curriculum and the students' ages.

Questions about how established criteria apply to the film shall be discussed with the principal or designee before showing the film.

Attachment: (A) Video/Film Approval Form

Legal Reference:

EDUCATION CODE

- 233.5 Duty re instruction in morals, manners and citizenship
- 18111 Exclusion of books by governing board
- 51510 Prohibited study or supplemental materials
- 51511 Religious matters properly included
- 51933 Sex education materials
- 60010 Definitions

COURT DECISIONS

- McCarthy v. Fletcher, (1989) 207 Cal. App. 3d 130

Policy Cross-Reference:

- 6141.2 Recognition of Religious Beliefs and Customs
- 6142.1 Sexual Health and HIV/AIDS Prevention Instruction
- 6144 Controversial Issues
- 6161.1 Selection and Evaluation of Instructional Materials
- 6162.6 Use of Copyrighted Materials

SELECTION AND USE OF VIDEOS AND FILMS

In order to ensure proper educational use of videos and films, the teacher will follow the guidelines below:

1. Videos and films are to be used for education, not entertainment, or students.
2. Videos and films selected for the classroom must support specific curriculum objectives prescribed for that classroom. Principals may establish procedures for a single approval of an entire list of media that has been reviewed by the staff and found appropriate for use in specific grade levels or in designated courses.
3. All videos and films must have prior approval by the principal.
4. Administrative Procedure 6162.6 – Use of Copyrighted Materials shall be followed.

Film Title: _____

Film Length: _____ Rating: _____

I have reviewed this video/film and found it to meet the requirements of this directive. It is related to the course curriculum in the following ways:

Please submit this completed form to the principal for approval prior to class viewing.

Teacher Name: _____

Course Name: _____

Signature: _____ Date: _____

Approved

Not Approved (state reason): _____

Principal Signature: _____

Date: _____