IJ Instructional Resources and Materials

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Purpose: To establish the board's vision for instructional materials and the basic structure for parental examination of certain materials.

Instructional materials are all materials designed for use by students and their teachers as a learning resource. They may be printed or non-printed and may include books, technology resources, audiovisual materials, and kits. They may also include a variety of resources in physical and virtual formats such as digital and multimedia resources as well as other forms of emerging technologies.

The professional instructional staff will have primary responsibility for the selection of instructional materials and resources. They may will seek the involvement of parents/guardians and other community partners members in selecting instructional materials. The selection of instructional materials will follow state board of education regulations as well as other legal requirements. All materials will support the district's schools' educational philosophy, goals, and objectives. The board will handle challenges to materials as provided in policy KEC.

Parental Inspection of Certain Materials

Parents/legal guardians of district students have the right to inspect all instructional materials including teachers instructional staff manuals, films, tapes, or other supplementary materials which will be used in connection with any survey, analysis, or evaluation, as part of any applicable program. The district will make the materials available for inspection at appropriate locations. (Materials are available at each school.)

The district will not require any student as part of any applicable program to submit to a survey, analysis, or evaluation that reveals information concerning items information prohibited by law cited in the references below.

At the beginning of each school year, the district will give parents/legal guardians and students effective general notice of their rights under the law (Protection of Pupil Rights Amendment). The district will alert parents/legal guardians to any policy changes regarding these matters.

Surveys/Activities involving students

Any survey project involving students and/or their records must have the prior written approval of the superintendent or his/her designee. Specific notice will be given to parents/legal guardians of students who are actually scheduled to participate in certain covered surveys/activities.
Except as specified below, prior written parental consent is not required when students participate in district-approved studies (including standardization samples) or when information is disclosed to organizations conducting studies for the purpose of developing, validating, or administering standardized tests, administering student aid programs, and/or improving instruction, as long as students and/or their parents/legal guardians are not personally identified and the records are destroyed when no longer needed for the prescribed purpose.

**Written Parental Consent** must be secured before students are required to participate in any survey, analysis, or evaluation that reveals information concerning the following that is funded in whole or in part by a program of the U. S. Department of Education:

- political affiliations or beliefs of the student or student’s parents/legal guardians
- mental and psychological problems of the student or student’s family
- sexual behavior or attitudes
- illegal, anti-social, self-incriminating, or demeaning behavior
- critical appraisals of other individuals with whom respondents have close family relationships
- legally recognized privileged or analogous relationships, such as with lawyers, doctors, or ministers
- religious practices, affiliations, or beliefs of the student or the student’s parents/legal guardians
- income (other than as required by law to determine program eligibility for participation in a program or for receiving financial assistance under such program)

Additionally, parents/legal guardians must receive notice and an opportunity to opt a student out of participation in the following:

- any other protected information survey, regardless of funding
- any nonemergency, invasive physical exam, or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law
- activities involving collection, disclosure or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others

Parents/legal guardians may inspect, upon request and before administration or use, the following:

- protected information surveys of students
- instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes
- instructional material used as part of the educational curriculum
Legal references:

A. Federal Law:

   20 U.S.C. Code, Section 1232h, as amended.

   SEC. 439.

   All instructional materials, including teacher’s manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any applicable program shall be available for inspection by the parents or guardians of the children.

   No student shall be required, as part of any applicable program, to submit to a survey, analysis or evaluation that reveals information concerning—

   ● political affiliations;
   ● mental and psychological problems potentially embarrassing to the student or his family;
   ● sex behavior or attitudes;
   ● illegal, anti-social, self-incriminating and demeaning behavior;
   ● critical appraisals of other individuals with whom respondents have close family relationships;
   ● legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; or
   ● income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

   Educational agencies and institutions shall give parents and students effective notice of their rights under this section.