

**EQUIPMENT, BOOKS AND MATERIALS**

The Governing Board recognizes that students' educational opportunities are enhanced when they have sufficient access to high-quality textbooks, equipment and other instructional materials for each of the subjects they are studying. To adequately support the Board-approved curriculum, instructional materials must also be up to date.

The Superintendent or designee shall develop procedures for determining the obsolescence of instructional materials. When new materials have been chosen in accordance with the district's selection and evaluation policy and approved by the Board, the Board shall make final decisions regarding their purchase and the use of district funds to supplement state allotments for this purpose.

*(cf. 0440 - District Technology Plan)*  
*(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)*  
*(cf. 6141 - Curriculum Development and Evaluation)*  
*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*  
*(cf. 6163.1 - Library Media Centers)*

Whenever the Board determines that district students lack sufficient textbooks or instructional materials, the Board shall seek funding opportunities through the state's incentive program and shall comply with all related legal requirements.

*Legal Reference:*  
*EDUCATION CODE*  
*60010 Definitions*  
*60040-60047 Requirements, materials*  
*60117-60119 Pupil textbook and instructional materials incentive program*  
*60200-60206 Elementary school materials*  
*00240-60252 State instructional materials funds*  
*60400-60411 High school textbooks*

## EQUIPMENT, BOOKS AND MATERIALS

### Pupil Textbook and Instructional Materials Incentive Program

Any year during which the district participates in the state Pupil Textbook and Instructional Materials Incentive Program, the Governing Board shall hold one or more public hearings. At these hearings, the Board shall determine whether each student in each school has or will have before the end of the fiscal year sufficient textbooks and instructional materials in each subject consistent with the content and cycles of the state curriculum frameworks. The Board's determination shall be made in the form of a resolution. (Education Code 60119)

The Board shall encourage participation by parents/guardians, teachers, interested community members and bargaining unit leaders at the above hearing(s). Ten days before the hearing(s), the Superintendent or designee shall post a notice in three public places within the district containing the time, place and purpose of the hearing. (Education Code 60119)

If the Board determines that there are insufficient textbooks and/or instructional materials, the Board shall: (Education Code 60119)

1. Provide classroom teachers and the public the reasons for the insufficiency, and
2. Take action to ensure that the insufficiency is corrected within two years, using any of the following:
  - a. Funds available from categorical programs for textbooks and/or instructional materials, including funds appropriated in the annual Budget Act.
  - b. District funds that are in excess of the amount available for each student during the prior fiscal year to purchase textbooks and/or instructional materials.
  - c. Other funds available to the district for textbooks and/or instructional materials.

The Superintendent or designee shall: (Education Code 60252)

1. Assure the Superintendent of Public Instruction of the district's compliance with the above requirements, and
2. Ensure that funds received through the Pupil Textbook and Instructional Materials Incentive Program:
  - a. Are used in compliance with Education Code 60119, and
  - b. Supplement any other state and local monies expended on textbooks and/or instructional materials.