

Human Sexuality Curriculum Procedures

Parental Permission

Students may not participate in any human sexuality instruction or instructional program unless, the school has obtained prior parental notification relating to that specific instruction or program authorizing student participation. Completed permission forms shall be maintained by the school for the duration of the instructional year.

Health and Human Sexuality Guidelines

Teachers and/or approved guest presenters will adhere to Utah Code 53A-13-101(1)(b) and Utah Administrative Rule R277-474-3A while providing human sexuality educational services. This includes stressing the importance of abstinence from all sexual activity prior to marriage and fidelity after marriage.

Sexual Abuse Prevention and Awareness

Beginning with the 2016-2017 school year, schools shall provide instruction to elementary school students on child sexual abuse prevention and awareness using the instructional materials approved by the State Board of Education for that purpose. This instruction will be provided following the same guidelines as with any health and human sexuality instruction.

Instructional Staff Training and In-service

District staff, responsible for some aspects of human sexuality instruction in their first year of service or assignment will attend a State-sponsored in-service outlining the human sexuality curriculum and the criteria for human sexuality instruction.

All District staff, responsible for some aspects of human sexuality instruction will attend a District training outlining the human sexuality curriculum and criteria for human sexuality instruction at least once every three years.

Guest Presentations Relating to Human Sexuality

Before any guest speaker or guest presenter may present any information in any District course relating to human sexuality instruction, the speaker and presenter and materials must be approved by the District Curriculum Materials Review Committee.

Curriculum Materials Review

The Box Elder Board of Education will appoint and review members of this committee annually by August 1st. The Curriculum Materials Review Committee will include parents, health professionals, school health educators, and administrators, with at least as many parents as school employees. The District Curriculum Materials Review Committee shall meet on a regular basis as determined by the members of the committee, shall establish procedures for operation, and shall designate a chair.

This committee will review and recommend to the Board all materials relating to human sexuality instruction. Following recommendations from the Review Committee, the Board shall consider whether to adopt recommended materials, at a public meeting which includes a public hearing on the issue. The proposed materials shall have been made available for review by residents of the District a reasonable time in advance of the meeting.

If the Board adopts human sexuality instructional materials which have not previously been approved by the State Instructional Materials Commission, the Board shall report such adoption to the State Office of Education. That report shall provide a copy of the materials, documentation of the adoption of the materials at the Board meetings, documentation that the materials are medically accurate, documentation of the committee recommendations, and the Board's rationale for adopting the materials.

Monitoring of Human Sexuality Instruction

The District and each school shall log and track all parental and community complaints and comments resulting from student participation in human sexuality instruction, to include the disposition of any complaints. Schools shall provide District administration, on a monthly basis during the school year, information relating to these complaints that have been logged at their school. The District administration shall compile and maintain these records of parental or community complaints and comments resulting from student participation in human sexuality instruction.

POLICY 4015

Adoption of Textbooks/Digital Curriculum and Instructional Materials

- A. Box Elder School District will adopt textbooks/digital curriculum and instructional materials that are in alignment with content, philosophy and instructional strategies of the Utah State Core Curriculum. These materials may be used by students as principal sources of study and provide comprehensive coverage of course content.
- B. Students will have access to textbooks/digital curriculum and support materials through District wide participation in efficient textbook/digital curriculum adoption procedures for all content areas. Adoption procedures shall include:
 - 1. The establishment of a District textbook/digital curriculum adoption schedule, which shall be reviewed annually by the Curriculum Department in consideration of funding availability, publication dates of new materials, new courses, and identified instructional needs.
 - 2. Convening of a Textbook/Digital Curriculum Adoption Committee which shall be made up of representative groups of teachers from schools and grade levels that will be responsible for implementation of the adoption.
 - 3. Review of textbooks/digital curriculum and instructional materials recommended by the Utah State Office of Education and identification of materials most appropriate for use in Box Elder School District.
- C. The Curriculum Department will establish a plan to include:
 - 1. The adoption of textbooks/digital curriculum and support materials
 - 2. Implementation and staff development
 - 3. The purchase of annual consumable textbooks
 - 4. Annual textbook replacement, maintenance and adjustments for class enrollment increases
- D. Schools requesting a variance to the District textbook adoption must submit and present such requests to the Box Elder School District Board of Education for approval.
- E. The Board shall adopt recommended textbooks/digital curriculum instructional materials in an open and regular meeting.

POLICY 4017

Literature Selection and Review

- A. Teachers shall not assign any book that is required reading for a class if it is not on the district recommended book list.
- B. Prior to selecting a new book for whole class instruction teachers shall check to see that the title is on the district recommended book list. If the book has not been approved, the school shall organize a Literature Selection and Review Committee on an as needed basis. Committee membership shall be made up of teachers and parents from the school. At elementary schools the committee shall be facilitated by an instructional coach. At secondary schools, the committee shall be facilitated by the media specialist.
- C. It is the responsibility of the classroom teacher to submit a review request to the instructional coach or media specialist who will convene a School Literature Selection and Review Committee and notify the District Literacy Specialist.
- D. The School Literature Selection and Review Committee shall be made up of at least three teachers and three parents from the school community.
- E. The School Literature Selection and Review Committee at the school site shall submit approved book titles and review data to the District Literacy Coordinator for posting on the District web site.
- F. Literature selections shall be reviewed using the following criteria:
 - 1. The subject matter, interest and reading level, and maturity level of the selection are appropriate for the students being taught.
 - 2. The selection is appropriate for the age, emotional development, ability level, and social development of the students being taught.
 - 3. The selection meets an appropriate instructional purpose.
 - 4. The selection has identifiable literary or curricular merit.
 - 5. The selection appropriately models a literary element (character, plot, setting, conflict, etc.), style, trait or genre the student is expected to learn.
- G. Teachers should be prepared to offer an approved alternative literature selection if parents object to the assigned selection.

POLICY 4185

USE OF VIDEO/DIGITAL MEDIA MATERIALS

- A. Digital media should be used legally and appropriately to achieve educational objectives.
1. Rented or privately owned digital media: All District employees must comply with federal copyright laws, as well as publisher licensing agreements. Rented or privately owned digital media may only be shown in the classroom provided that the media's producer or distributor has granted a "fair use" exception and that the following "fair use" requirements are satisfied:
 - a. The digital media must be shown in the course of face-to-face teaching activities in a classroom or similar place devoted to instruction;
 - b. The showing of digital media must be directly related to the curriculum and lesson objectives.
 2. Programs from the internet or television: Educators showing programs from the internet or television for instructional purposes must follow the copyright conditions provided by the producer of the program.
 3. Appropriate use of digital media:
 - a. Educators bear responsibility to ensure that educational activities and support materials are relevant to the curriculum, appropriate for the age and maturity of students, and consistent with specific educational objectives.
 - b. District and state approved digital media (available through the District media contact) constitute a primary resource of digital support materials and should be considered first by teachers who want to use digital media in the classroom.
 - c. Educators planning to use any digital media not approved by the Utah Instructional Media Consortium shall preview the entire product prior to showing the digital media in the classroom.
 - d. Educators shall obtain the written approval of the administrator prior to showing a full length movie or episode at least one week prior to the date of the intended showing.

- e. Upon receiving approval from the administrator, educators may show the full length movie or episode in a classroom according to the following guidelines:
 - 1) Media with a G rating may be shown to any grade K-12 with teacher discretion.
 - 2) Media with a PG rating may be shown in grades K-12 with administrator approval and parent notification as outlined in the policy.
 - 3) Media with a PG-13 rating may only be shown to students in grades 9-12 with administrator approval and parent notification as outlined in this policy.
 - 4) No movie, or digital media or excerpt from a movie, digital media with an "R," "NC 17," or "X" rating will be shown for any purpose in Box Elder School District schools. Educators permitting the viewing of such materials by students are subject to disciplinary action including termination.
 - 5) No video game with a rating of T, M, or AO may be accessed for any school sponsored activity in grades K-7. No video game with a rating of M, or AO may be accessed for any school sponsored activity in grades 8-12.
 - 6) Notification to parents/guardians could be included in the disclosure provided for the course
 - f. If the digital media, movie, or episode is unrated but contains material that a parent might consider inappropriate for the their student, or if the media carries a warning of parental discretion, administrator approval must be obtained and parents must be notified at least five school days prior to the media being shown.
 - g. Parents/guardians must be given the opportunity to withhold their student(s) from viewing any movie, episode, or digital media based on the notification guidelines listed above. If a student is excused from viewing the media, the educator must provide a meaningful alternative activity.
- B. An educator, student or parent may seek review of a decision by the administrator by submitting a written appeal in accordance with the appeals process established at the school.