



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item # 10.7

**Meeting Date:** October 19, 2023

**Subject:** Public Hearing on Approval of Resolution No. 3354 Compliance with the Pupil Textbook and Instructional Materials Incentive Program Act

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Department:** Academic Office/Curriculum & Instruction

**Recommendation:** The Sacramento Board of Education is requested to declare a public hearing, and approve Resolution No. #3354 certifying that funds earmarked for instructional materials are expended in compliance with the Pupil Textbook and Instructional Materials Incentive Act. The resolution ensures that each pupil has sufficient standards-aligned instructional materials consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education.

**Background/Rationale:** *Education Code Section 60119 (as revised by Chapter 900, Statutes of 2004)* specifies the governing board shall hold a public hearing on or before the end of the eighth week of the school year. The Board shall make a determination through a resolution as to whether each pupil in the district has sufficient textbooks or instructional materials in each subject consistent with the content and cycles of the curriculum framework adopted by the state board, and to identify the remedy for any insufficiencies.

The attached resolution certifies that each Sacramento City Unified School District student has sufficient textbooks and/or instructional materials in all core subjects that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks. Additionally, the resolution certifies the availability of science lab equipment at grades 9-12.

**Financial Considerations:**

The total funds allocated for textbooks and instructional materials for the 2023-24 school year totals \$2,150,000 to be used toward the purchase of state-adopted core instructional materials. An additional \$6,417,609.96 was spent in 2022-2023 to purchase History/Social Science instructional materials for grades K-12.

**Documents Attached:**

1. Notice of Public Hearing
2. Executive Summary

3. Resolution No.3354

**Estimated Time of Presentation:** 10 minutes

**Submitted by:** Shannon Pella, Director Professional Learning

**Approved by:** Lisa Allen, Interim Superintendent

**Sacramento City Unified School District**  
Compliance with the Pupil Textbook and Instructional Materials Incentive Program Act

## **NOTICE OF PUBLIC HEARING**

The Sacramento City Unified School District hereby gives notice that a  
Public Hearing will be held as follows:

### **Topic of Hearing:**

**Review of the Pupil Textbook and Instructional Materials Incentive Program Act  
For 2023-2024**

Copies of this program may be inspected at:

**Serna Educational Center  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824**

The Sacramento City Unified School District Governing Board will approve Resolution No. 3354:  
Compliance with the Pupil Textbook and Instructional Materials Incentive Program Act

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**HEARING DATE:** Thursday, October 19, 2023

**TIME:** 6:30 p.m.

**LOCATION:** Serna Educational Center  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824

**FOR ADDITIONAL INFORMATION CONTACT:** SCUSD Academic Office/Curriculum and  
Instruction Department (916) 643-9120

# Board of Education Executive Summary

## Curriculum and Instruction Department

*Public Hearing and Approval of Resolution No. 3354: Compliance with the Pupil Textbook and Instructional Materials Incentive Program*

October 19, 2023



### I. OVERVIEW / HISTORY

Each year, the SCUSD Board of Education holds a Public Hearing and adopts a resolution certifying that the allocation earmarked for instructional materials is expended in compliance with the Pupil Textbook and Instructional Materials Incentive Act. The resolution attests to the sufficiency of core textbooks/instructional materials for each student reviewed school sites; **as is required by the Williams Act**. Additionally, the resolution certifies that materials in each core subject are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education. If insufficiencies are noted, the Board must identify the plan to remedy said insufficiencies within eight weeks from the adoption of the textbook sufficiency resolution.

The District's textbook/instructional materials ordering process for each school begins in the spring; deliveries of textbooks/instructional materials are made to schools beginning in June through September. To document sufficiency for purposes of the Pupil Textbook and Instructional Materials Incentive Act, each school is asked to complete a Textbook Sufficiency Survey. Schools must indicate whether they have sufficient textbooks/ instructional materials for each student. If there are not sufficient textbooks/instructional materials, schools are asked to note the number of textbooks/instructional materials needed and the reason for the insufficiency. The surveys are processed by the Library/Textbook Services and any needed materials ordered and are sent out to each school site.

### II. DRIVING GOVERNANCE

*Education Code Section 60119 (as revised by Chapter 900, Statutes of 2004)* specifies that the governing board shall hold a public hearing on or before the end of the eighth week of the school year. The Board shall make a determination through a resolution as to whether each pupil in the district has sufficient textbooks or instructional materials in each subject consistent with the content and cycles of the curriculum framework adopted by the state board and to identify the remedy for the insufficiencies.

### III. BUDGET

The total funds allocated for textbooks and instructional materials for the 2023-24 school year totals \$2,150,000 to be used toward the purchase of state-adopted core instructional materials. Additionally, \$6,417,609.96 was used to purchase instructional materials for History/Social Science in grades K-12 for the 2023-24 school year.

# Board of Education Executive Summary

## Curriculum and Instruction Department

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### **IV. GOALS, OBJECTIVES, AND MEASURES**

The goal is to ensure that each student has the requisite set of state-adopted textbook and instructional materials in each core academic subject and to allocate sufficient funds to support annual textbook expenditures. The objective is to accurately project textbook and instructional materials needs so that adequate funds may be allocated to address student textbook/instructional materials needs, per Education Code section 60119. The School Textbook Sufficiency response from schools will serve as a measure for goals and objectives.

### **V. MAJOR INITIATIVES**

The Library Textbook Services Department will assess the School Textbook/Instructional Materials Inventory and Order procedures and make recommendations for improving accuracy of projected needs, allocation of funding and the processing and distribution of textbooks and other instructional materials. As a part of this assessment, staff will take input from school site staff as well as other departments that interface with the textbook sufficiency process.

### **VI. RESULTS**

100% percent of schools visited by SCOE during the 2023-24 "Williams Review" had sufficient textbooks and instructional materials by the eighth week of school, per Education Code 60119.

### **VII. LESSONS LEARNED / NEXT STEPS**

In January 2024, site administrators will submit course offerings and projected student numbers for 2024-2025 to Library Textbook Services. If courses require new adoptions, a course of study and textbooks are to be approved by the Board before April 1 to be incorporated into the budget and to assure that materials arrive by the beginning of the school year. If Board approval is made after April 1, textbooks will be purchased the following school year. The department will continue to bar code and maintain electronic records in Destiny of all new textbooks to ensure accurate accounting.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**RESOLUTION NO. 3354**

**Resolution Regarding Sufficiency or Insufficiency of Instructional Materials:  
Education Code Section 60119**

**WHEREAS**, the governing board of the Sacramento City Unified School District is committed to providing appropriate instructional materials for all students, and;

**WHEREAS**, the governing board of the Sacramento City Unified School District, in order to comply with the requirements of Education Code Section 60119, held a public hearing October 19, 2023, at, or about 6:30 p.m., which is before the eighth week of school, and which did not take place during or immediately following school hours, and;

**WHEREAS**, the governing board provided at least 10 days notice of the public hearing posted in at least three places within the district stating the time, place and purpose of the hearing, and;

**WHEREAS**, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

**WHEREAS**, the definition of “sufficient textbooks or instructional materials” signifies each pupil, including English learners, has textbooks, instructional materials, or both, to use in class and to take home, and;

**WHEREAS**, during distance learning, the definition of “sufficient textbooks or instructional materials” also includes the use of an electronic device and access to the internet and;

**WHEREAS**, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks or instructional materials were provided to pupils of the Sacramento City Unified School District, and;

**WHEREAS**, sufficient textbooks or instructional materials were provided to each student which are aligned to the academic content standards and consistent with the cycled and content of the curriculum frameworks in English Language Arts (including the English Language Development component of an adopted program), Mathematics, Science, History-Social Studies, Foreign Language and Health, and;

**WHEREAS**, laboratory science equipment is available for science laboratory classes offered in grades 9 – 12, inclusive.

**THEREFORE, IT IS RESOLVED**, for the 2023-2024 school year, the Sacramento City Unified School District Board of Education has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

**PASSED AND ADOPTED** by the Sacramento City Unified School District Board of Education on this 19th day of October, 2023, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTESTED TO:

\_\_\_\_\_  
Lisa Allen  
Secretary of the Board of Education

\_\_\_\_\_  
Chinua Rhodes  
President, Board of Education