

IJJ-E SUPPLEMENTAL MATERIALS FLOW CHART FOR SCHOOLS

DEFINITIONS from IJJ <http://govboard.tusd1.org/Policies-and-Regulations/Policy-Code-IJJ>

- Textbook:** Printed instructional materials or digital content, or both, and related printed or non-printed instructional materials that are used 70-75% of the time in the classroom by all students in a standards based instructional area. As provided by state law, "textbook" means printed instructional materials or digital content, or both, as well as related printed or non-printed instructional materials, written and published primarily for use in school instruction and required to earn credit for a given course of study, including materials that require the availability of electronic equipment in order to be used as a learning resource. **Textbooks are Board approved by ISBN.**
- Supplemental Materials:** **Supplemental Materials:** printed instructional materials or digital content, or both, and related printed or non-printed instructional materials that are used 25-30% of the time in the classroom by all students in a standards based instructional area to provide additional information for the course or extend or strengthen the textbook. **Novels are Board approved by Title.**
- Occasional Use Materials:** Reference/library materials provided for single or light use. This policy should in no way discourage the use of "occasional/single use" educational resources like journal articles, current events periodicals, shared online teaching resources, video clips, etc., that enhance the learning environments for students. **No Board Approval Needed** But MUST comply with Procurement rules for quotes or formal solicitations. Please visit [Procurement](#) Intranet for details.

