

**Idaho Department of  
Juvenile Corrections  
Institutional  
Policy/Procedure**

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SUBJECT: SCHOOL CURRICULUM AND LEARNING RESOURCES

CATEGORY: EDUCATIONAL SERVICES

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**Policy**

The purpose of this policy is to establish guidelines for the approval of Juniper Hills Schools curricula and learning resources.

The Idaho Department of Juvenile Corrections (IDJC) Education Leadership Team will approve, obtain, and oversee the curricula and learning resources utilized in Juniper Hills Schools. Use of unapproved curricula and learning resources will result in disciplinary action up to and including termination.

It is therefore the policy of the IDJC to obtain curricula and learning resources that meet the guidelines listed below.

**Operating Procedures**

- I. Selection of curricula and learning resources
  - A. The IDJC Educational Leadership Team ensures curricula and learning resources selected are based on the State Content Standards, scientifically-based research, accreditation requirements, and Idaho Graduation Requirements. Learning resources include the following:
    1. Supplemental Educational Resources;
    2. Teacher Generated Resources;
    3. Internet Resources;
    4. Software and textbooks that directly or indirectly affect student achievement.
  - B. Curricula will be selected by a committee comprised of content area specialists and must be approved by the Education Leadership Team. Curricula will be reviewed every five years in conjunction with the State Department of Education. Recommendations will be made for improvement of courses of study and materials.

- C. All purchases for supplemental materials must be approved by the Education Program Director and meet state purchasing requirements. Curricula will be purchased at a statewide level.
- D. A current list of all approved primary texts is maintained by the Education Program Director, Associate.
- E. Educational field trips must enhance curriculum goals and knowledge, and will adhere to the Activities in the Community (652) policy/procedure.
- F. Deviation from the prescribed curriculum must be reflected in the student's course of study and must be approved by the facility Education Program Manager prior to implementation.

## II. Supplemental learning resources

Supplemental learning resources will be provided at each facility to include such things as technology, software, leisure reading resources, and research materials.

- A. Resources will be selected that stimulate growth in factual knowledge, creativity, literary appreciation, aesthetic values, and ethical standards without derogatory references to individuals or groups.
- B. Feedback regarding curricula and learning resources will be reviewed by the Education Program Manager and/or the Education Leadership Team.
- C. Disposal of curricula and learning resources will be reviewed by the Education Program Manager and/or the Education Leadership Team.
- D. Copyright laws will be observed and enforced.
- E. All software and websites will be approved by the IDJC Information Technology (IT) prior to purchase and use.

*Reference:* [Glossary of Terms and Acronyms](#)

*Desk Manual(s):* *None*

*Related Policies:* [Activities in the Community \(652\)](#)

*Related Forms:* [Staff Supervised Activities in the Community Request \(DJC-128\)](#)  
[Course of Study \(DJC-194 M, H, G, P\) forms](#)