



LOS ANGELES UNIFIED SCHOOL DISTRICT  
MEMORANDUM

**TITLE:** Selection of Textbooks for Core Integrated ELA/ELD, Core Composition, Advanced Placement, and Selected ELA Electives

**NUMBER:** MEM-6772

**ISSUER:** Derrick Chau, Ph.D.  
Senior Executive Director, P-12 Education

Esther Sinofsky, Ph.D.  
Administrative Coordinator, ILTSS

**DATE:** November 9, 2016  
**(Due: December 7, 2016)**

**PURPOSE:** This Memorandum is intended to provide schools and Local Districts (LD) with assistance and procedures regarding the newly adopted high school Core Integrated ELA/ELD (Grades 9-11) programs, core composition, Advanced Placement ELA, and selected ELA electives textbooks.

**BACKGROUND:** *California Education Code* §60400 requires that textbooks for Grades 9-12 be adopted by the Board of Education. Integrated Library & Textbook Support Services (ILTSS) requested appropriate submissions from a broad range of publishers. For Grades 9-12, the purpose of the Textbook Adoption Committees was to review the publisher-submitted textbooks, in both print and electronic formats, and recommend which ones should be adopted by the Board of Education because they meet the learning needs of LAUSD students. The textbook adoption process also included parent focus groups on Friday, July 29, 2016, facilitated by the Parent, Community and Student Service Branch. The Board adopted the attached list of textbooks at its September 20, 2016, meeting (see Attachment A).

The committees used a rigorous evaluation tool based upon the California County Superintendents Educational Services Association’s Curriculum & Instruction Steering Committee’s *Adoption Toolkit: A Data-Driven Review of Instructional Materials* and “Chapter 12” of the *ELA/ELD Framework* (California Department of Education). This tool guided committee members’ review of the textbooks’ instructional design, explanations, and demonstrations of the California Content Standards and/or Advanced Placement criteria.

**INSTRUCTIONS:** The following procedures are recommended to assist the schools in their selection of textbooks:

- Each high school, span school, options school, and school with students enrolled in grades 9-12, should form a committee consisting at a minimum of a school Administrator, ELA Department Chairperson, ELD Department chair (or EL designee or Title III coach). Schools should be encouraged to engage their parent and student

**ROUTING**

LD Superintendents  
LD Administrators of Instruction  
LD Instructional Directors  
Principals



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groups including low income, foster youth, English learners, and students with disabilities in the selection of the new textbooks. Each school committee will work with its school's ELA/ELD departments (ELD teachers should be included to review the ELD support in the core textbook) to build consensus on the selection of a textbook program for core and elective classes.

- Each committee member must complete the Conflict Management form (Attachment C) and Form 700 (Attachment D). Individuals with a conflict may not serve on the committee. The original of the completed Form 700 should be submitted to the Ethics Office by the LD. The LD should keep the Conflict Management form on file.
- Each LD should display materials at its offices and, as a best practice, at each school site. Parents should have the opportunity to review the materials at Local District offices with the support of the Parent, Community and Student Services Branch staff.
- Each school committee must select a core Integrated ELA/ELD textbook program for implementation at that school. In addition, each committee must select composition textbooks for grade 12 composition courses and Advanced Placement English courses and ELA electives, as applicable. *Please note that Literacy & Language EL Middle/High School A/B English 3D instructional materials (copyright 2013) are included in the Attachment A textbook list as they were officially adopted. They are not part of the selection process outlined here.*
- The LD may arrange for the textbook publisher representatives of the core grades 9-11 programs to attend an LD-wide textbook selection meeting to answer questions or make a 30-minute presentation. Publishers have been advised not to visit schools individually unless the LD approves such visits.
- As part of the selection process, school committees must consider student population including low income, foster youth, English learners, and students with disabilities, data, experience of the ELA/ELD instructors, the academic rigor of the textbooks, available computer devices for students and teachers, and coverage of the California ELA and ELD Standards and/or Advanced Placement requirements.
- School committees must notify the LD of their selection by **December 7, 2016**, via the Interoffice Correspondence form provided in Attachment B. LD personnel are responsible for ensuring that all schools with Grades 9-12 submit this confirmation form to ILTSS. ILTSS staff will meet with LD Content Coordinators to develop the orders and submit the orders for processing. The Purchase Orders will be generated on behalf of the school site SAA.

**ASSISTANCE:** For assistance, contact Integrated Library and Textbook Support Services at (213) 241-2733 or Dharma Hernandez, Coordinator, Secondary ELA, at (213) 241-6603.



*List of Adopted Textbooks*

**CORE ELA/ELD (INTEGRATED) – ENGLISH 9 A/B and 10 A/B; AMERICAN LITERATURE & COMPOSITION (1 semester) and AMERICAN AUTHORS & COMPOSITION A/B**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
1	<i>My Perspectives</i>	Pearson
2	<i>StudySync</i>	McGraw-Hill
3	<i>Collections</i>	Houghton Mifflin Harcourt (HMH)
4	<i>SpringBoard</i>	College Board

**CONTEMPORARY COMPOSITION**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
N/A	<i>Back to the Lake</i>	Norton

**EXPOSITORY COMPOSITION**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
N/A	<i>The Norton Field Guide</i>	Norton
N/A	<i>Viewpoints</i>	Cengage

**ADVANCED COMPOSITION**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
N/A	<i>The Norton Field Guide</i>	Norton
N/A	<i>Essay Connections</i>	Cengage
N/A	<i>Patterns in Writing</i>	Bedford

**WORLD LITERATURE**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
N/A	<i>My Perspectives</i>	Pearson
N/A	<i>StudySync</i>	McGraw-Hill
N/A	<i>Collections</i>	HMH



**MODERN LITERATURE**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
N/A	<i>My Perspectives</i>	Pearson
N/A	<i>StudySync</i>	McGraw-Hill

**ENGLISH LITERATURE**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
N/A	<i>Holt McDougal British Literature</i>	HMH

**ADVANCED PLACEMENT ENGLISH LITERATURE & COMPOSITION**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
Highly Recommended	<i>Craft and Voice</i>	McGraw-Hill
Highly Recommended	<i>Literature: An Introduction to Reading and Writing</i>	Pearson
Recommended	<i>Perrine's Literature Structure, Sound, and Sense + Perrine's Sound &amp; Sense: An Introduction to Poetry (2 books)</i>	Cengage

**ADVANCED PLACEMENT ENGLISH LANGUAGE & COMPOSITION**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
Highly Recommended	<i>Writing America: Language &amp; Composition in Context</i>	Pearson
Highly Recommended	<i>The Art of Voice: Language &amp; Composition</i>	McGraw-Hill
Recommended	<i>The Language of Composition</i>	Bedford

**JOURNALISM 1 A/B**

<b>Rating</b>	<b>Title</b>	<b>Publisher</b>
N/A	<i>Inside Reporting + Newspaper Designer's Handbook (2 books)</i>	McGraw-Hill



***JOURNALISM 2 A/B***

<b><i>Rating</i></b>	<b><i>Title</i></b>	<b><i>Publisher</i></b>
N/A	<i>Inside Reporting</i>	McGraw-Hill
N/A	<i>Writing and Reporting News (with student workbooks)</i>	Cengage

***SPEECH A/B***

<b><i>Rating</i></b>	<b><i>Title</i></b>	<b><i>Publisher</i></b>
Highly Recommended	<i>The Art of Public Speaking</i>	McGraw-Hill
Recommended	<i>Speech</i>	McGraw-Hill

***EXPOSITORY READING & WRITING COURSE A/B***

<b><i>Rating</i></b>	<b><i>Title</i></b>	<b><i>Publisher</i></b>
N/A	<i>Expository Reading and Writing Course: Student Reader (2nd ed.)</i>	Center for Advancement of Reading California State University

***DIPLOMA PROGRAMME COURSE (INTERNATIONAL BACCALAUREATE) – ENGLISH LANGUAGE  
& LITERATURE***

<b><i>Rating</i></b>	<b><i>Title</i></b>	<b><i>Publisher</i></b>
N/A	<i>Working with Texts</i>	Routledge Press

***LITERACY & LANGUAGE EL MIDDLE/HIGH SCHOOL A/B***

<b><i>Rating</i></b>	<b><i>Title</i></b>	<b><i>Publisher</i></b>
N/A	<i>English 3D: Course 1 (MS)</i>	Scholastic
	<i>English 3D: Course 2 (HS)</i>	Scholastic



LOS ANGELES UNIFIED SCHOOL DISTRICT  
MEMORANDUM

Los Angeles Unified School District  
**INTEROFFICE CORRESPONDENCE**

MEM-6772

ATTACHMENT B

**TO:** Esther Sinofsky, Administrative Coordinator  
Integrated Library & Textbook Support Services

**DATE:** \_\_\_\_\_  
(due no later than **December 7, 2016**)

**FROM:** \_\_\_\_\_, Principal  
\_\_\_\_\_ High School, Location Code \_\_\_\_\_

**SUBJECT: SELECTION OF HIGH SCHOOL CORE INTEGRATED ELA/ELD, COMPOSITIONS, ADVANCED PLACEMENT, AND SELECTED ELA ELECTIVES CHECKLIST**

We have reviewed the recommended choices using the following criteria:

- Data of student performance on the ELA interim assessments
- Academic rigor of the textbooks
- Coverage of the California Content Standards and/or Advanced Placement requirements
- Appropriateness for English Learners, Standard English Learners, Students With Disabilities and students identified as GATE
- Data on years of faculty experience and certification

*Based on the above criteria, we have chosen the following program for the Integrated Core ELA/ELD Grades 9-11:*

**CORE ELA/ELD (INTEGRATED) – ENGLISH 9 A/B and 10 A/B; AMERICAN LITERATURE & COMPOSITION (1 semester) and AMERICAN AUTHORS & COMPOSITION A/B**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>My Perspectives</i>	Pearson
	<i>StudySync</i>	McGraw-Hill
	<i>Collections</i>	Houghton Mifflin Harcourt (HMH)
	<i>SpringBoard</i>	College Board

(Selections continued next pages)



Name of School: \_\_\_\_\_ Location Code: \_\_\_\_\_

Based on the above criteria, we have chosen the following textbook for the core composition class(es). Please note: Choice is limited to one textbook in each subject area noted below:

**CONTEMPORARY COMPOSITION**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Back to the Lake</i>	Norton

**EXPOSITORY COMPOSITION**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>The Norton Field Guide</i>	Norton
	<i>Viewpoints</i>	Cengage

**ADVANCED COMPOSITION**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>The Norton Field Guide</i>	Norton
	<i>Essay Connections</i>	Cengage
	<i>Patterns in Writing</i>	Bedford

Based on the above criteria, we have chosen the following textbook for the selected elective. Please note: Choice is limited to one textbook in each subject area noted below. If your school does not offer the elective, please indicate N/A in the Check Choice column.

**WORLD LITERATURE**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>My Perspectives</i>	Pearson
	<i>StudySync</i>	McGraw-Hill
	<i>Collections</i>	HMH

**MODERN LITERATURE**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>My Perspectives</i>	Pearson
	<i>StudySync</i>	McGraw-Hill

**ENGLISH LITERATURE**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Holt McDougal British Literature</i>	HMH



Name of School: \_\_\_\_\_ Location Code: \_\_\_\_\_

**ADVANCED PLACEMENT ENGLISH LITERATURE & COMPOSITION**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Craft and Voice</i>	McGraw-Hill
	<i>Literature: An Introduction to Reading and Writing</i>	Pearson
	<i>Perrine's Literature Structure, Sound, and Sense + Perrine's Sound &amp; Sense: An Introduction to Poetry (2 books)</i>	Cengage

**ADVANCED PLACEMENT ENGLISH LANGUAGE & COMPOSITION**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Writing America: Language &amp; Composition in Context</i>	Pearson
	<i>The Art of Voice: Language &amp; Composition</i>	McGraw-Hill
	<i>The Language of Composition</i>	Bedford

**JOURNALISM 1 A/B**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Inside Reporting + Newspaper Designer's Handbook (2 books)</i>	McGraw-Hill

**JOURNALISM 2 A/B**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Inside Reporting</i>	McGraw-Hill
	<i>Writing and Reporting News (with student workbooks)</i>	Cengage

**SPEECH A/B**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>The Art of Public Speaking</i>	McGraw-Hill
	<i>Speech</i>	McGraw-Hill





Name of School: \_\_\_\_\_ Location Code: \_\_\_\_\_

***EXPOSITORY READING & WRITING COURSE A/B***

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Expository Reading and Writing Course: Student Reader (2nd ed.)</i>	Center for Advancement of Reading California State University

**DIPLOMA PROGRAMME COURSE (INTERNATIONAL BACCALAUREATE) – ENGLISH LANGUAGE & LITERATURE**

<i>Check Choice</i>	<i>Title</i>	<i>Publisher</i>
	<i>Working with Texts</i>	Routledge Press

Please submit via school mail to Esther Sinofsky, Administrative Coordinator, by school mail, e-mail or fax, **no later than Wednesday, December 7, 2016.**

- School Mail: Integrated Library & Textbook Support Services  
Beaudry Building  
29-105
- E-mail: [esther.sinofsky@lausd.net](mailto:esther.sinofsky@lausd.net)
- fax: (213) 241-2560



LAUSD Ethics Office

Ask Ethics: (213) 241-3330 <http://ethics.lausd.net>

Building Trust  
Inside and Out

CONFLICT MANAGEMENT

LOCAL TEXTBOOK SELECTION COMMITTEES

**PRELIMINARY CONFLICT ANALYSIS:** Before you begin participating on a selection committee, please answer the questions below to determine whether you have any potentially conflicting interests. Thank you!

FIRST NAME:		LAST NAME:	EMPLOYEE ID#:
SCHOOL OR OFFICE:		ADDRESS:	
PHONE:	EMAIL:	EDUCATION SERVICE CENTER:	

Potentially Conflicting Interests	Yes	No
1. Are you or any member of your family (including co-habitants) a current or former employee, consultant, contractor or board member of an entity that has contracted or is planning to contract with LAUSD in the instructional arena? <i>If yes, please elaborate with specific identities. Include additional pages, if necessary. Example: Your spouse works for a textbook publishing company.</i>	<input type="checkbox"/>	<input type="checkbox"/>
2. Do you or any member of your family (including co-habitants) own – directly or indirectly – a financial interest (including stock, stock options, or other securities) in any business entity that has contracted or is planning to contract with LAUSD in the instructional arena? <i>If yes, please elaborate with specific identities. Include additional pages, if necessary. Example: Your child owns stock in a company that produces instructional materials.</i>	<input type="checkbox"/>	<input type="checkbox"/>
3. During the past 12 months, have you or any member of your family (including co-habitants) received or been promised any salary, royalties, consulting fees, honoraria, gifts or loans from any person or entity (including any subsidiary, parent organization, or other affiliate) that has contracted or is planning to contract with LAUSD in the instructional arena? <i>If yes, please elaborate with specific identities and dates. Include additional pages, if necessary. Example: You have served as a contributor, editor, author or other consultant for an instructional materials company.</i>	<input type="checkbox"/>	<input type="checkbox"/>
4. Can you identify any other personal or professional affiliation you have that could create an actual or apparent conflict with your responsibilities for LAUSD's selection committee? <i>If yes, please elaborate with specific identities. Include additional pages, if necessary. Example: Your co-habitant is the board president for a non-profit that lobbies LAUSD officials on curriculum and instruction.</i>	<input type="checkbox"/>	<input type="checkbox"/>
5. Do you understand that leading up to and throughout your service on LAUSD's committee that you or any member of your family (including co-habitants) may not have any economic interest in any entity that is under consideration by LAUSD in the instructional arena? As a general rule, an economic interest is any interest that is distinguishable from an effect on the general public.	<input type="checkbox"/>	<input type="checkbox"/>

I certify that the information I have provided in this form is accurate to the best of my knowledge for the date I have signed, and I commit to providing an updated form whenever there is a material change to this information.

Signature \_\_\_\_\_ LAUSD Title \_\_\_\_\_ Date \_\_\_\_\_

**Form 700 Alert:** Please remember that under California law if you participate on the selection committee you must submit a Statement of Economic Interests (Form 700) within 30 days of beginning participation on the committee. You can download the Form and tools for helping you complete the Form from the Ethics Office website at: <http://ethics.lausd.net>

CM REV1015

Administrator to Keep at Site  
with Adoption Materials  
DO NOT SEND TO ETHICS OFFICE

Los Angeles Unified School District • Ethics Office  
333 S. Beaudry Avenue, 20th Floor • Los Angeles • California 90017  
Tel: (213) 241-3330 • Fax: (213) 241-3319



**CALIFORNIA FORM 700**  
FAIR POLITICAL PRACTICES COMMISSION  
A PUBLIC DOCUMENT

**STATEMENT OF ECONOMIC INTERESTS  
COVER PAGE**

Date Initial Filing Received  
Official Use Only

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)  
Division, Board, Department, District, if applicable Your Position  
If filing for multiple positions, list below or on an attachment. (Do not use acronyms)  
Agency: Position:

**2. Jurisdiction of Office (Check at least one box)**

State Judge or Court Commissioner (Statewide Jurisdiction)  
Multi-County County of  
City of Other

**3. Type of Statement (Check at least one box)**

Annual: The period covered is January 1, 2015, through December 31, 2015.  
-or- The period covered is through December 31, 2015.  
Assuming Office: Date assumed  
Candidate: Election year and office sought, if different than Part 1:  
Leaving Office: Date Left (Check one)  
The period covered is January 1, 2015, through the date of leaving office.  
-or- The period covered is through the date of leaving office.

**4. Schedule Summary (must complete) Total number of pages including this cover page: Schedules attached**

Schedule A-1 - Investments - schedule attached Schedule C - Income, Loans, & Business Positions - schedule attached  
Schedule A-2 - Investments - schedule attached Schedule D - Income - Gifts - schedule attached  
Schedule B - Real Property - schedule attached Schedule E - Income - Gifts - Travel Payments - schedule attached  
-or-  
None - No reportable interests on any schedule

**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
(Business or Agency Address Recommended - Public Document)  
DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS  
( )

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed (month, day, year) Signature (File the originally signed statement with your filing official.)

FPPC Form 700 (2015/2016)  
FPPC Advice Email: advice@fppc.ca.gov  
FPPC Toll-Free Helpline: 866/275-3772 www.fppc.ca.gov