Instructional Materials Adoption

LCISD DSIC DECEMBER 2019

Technology & Instructional Materials Allotment

- Every two years, the district receives an allotment from the state to be used to purchase technology and instructional materials such as textbooks.
- The allotment varies based on the legislative appropriation.
- Districts receive money from the state in the fall of the first year of the biennium and they do not receive any additional funds during the second year so the district TIMA budget must cover two years.

Proclamation 2020

- The SBOE issues a proclamation each year calling for new instructional materials based on a schedule that aligns with TEKS updates, changes in curriculum and new course approvals.
- The current proclamation, Proclamation 2020, is the second year of this biennium (Budget Year 2021).

2020–2021 Biennium School Years 2019–20 and 2020–21	Budget Year 2020	Budget Year 2021
	Proclamation 2019	**Proclamation 2020**
	State Adoption, Fall 2018	State Adoption, Fall 2019
	Materials Ordered, Spring 2019	Materials Ordered, Spring 2020
	Implementation, 2019–20 School Year	Implementation, 2020–21 School Year
	English and Spanish Language Arts and Reading, K–8	English Language Arts and Reading, English I–IV
	English Learners Language Arts, 7–8	ELA Electives
	Handwriting K–5 (English and Spanish)	English for Speakers of Other Languages I and II
	Spelling, 1–6 (English and Spanish)	English Learners Language Arts, 7–8
	Personal Financial Literacy	

LCISD Courses with Materials Up for Adoption

English I
English II
English III
English IV
Reading I, II, III
Literary Genres
Creative Writing
Humanities
Oral Interpretation I, II, III
Debate I, II, III
Journalism
Advanced Broadcast Journalism I, II, III
Photojournalism
Advanced Journalism: Yearbook I, II, III
Advanced Journalism: Newspaper I, II, III
Advanced Journalism: Literary Magazine
Art History AP
English Learners Language Arts, grade 7 and grade 8
English I for Speakers of Other Languages
English II for Speakers of Other Languages
English Language Development and Acquisition (ELDA)
Mexican American Studies
African American Studies, 1865 to Present

LCISD Instructional Materials Adoption

- Our district IMA process is guided by Board Policy EF (Legal), EF (Local) and EFA (Legal).
- The timeline begins in November with each campus leadership team, whose campus contains the grade-levels and/or subjects for which there are materials up for adoption, nominating at least one teacher, administrator, facilitator or instructional coach to serve on the district Instructional Materials Adoption Committee.

LCISD Instructional Materials Adoption

- The representative will be the voting member for the campus. Each campus will receive one vote.
- Committee membership is presented to the School Board for approval at the November meeting.

LCISD Instructional Materials Adoption

- After the SBOE has approved the list of materials eligible for adoption, and the LCISD Board has approved the district committee membership, a training is held for all committee members.

- The training guides committee members through the procedures for facilitating the materials review process on their campus.

LCISD Instructional Materials Adoption

- Sample materials are available for review from December through March and a Vendor Fair is held in the district in January.

- Every professional staff member in LCISD who delivers instruction in the grade level or course for which the instructional materials are being adopted may participate in the instructional materials selection process. No one is required to participate.

Instructional Materials Review Process

- Professional staff members who choose to participate in the IMA review process, must evaluate the sample materials from each vendor using the district *Totality of Program Rubric* and the *User Friendly Format Rubric* and then submit their documentation to the campus committee representative.
- The committee representative gathers the feedback and compiles the results from the forms that are submitted.
- He/She will cast the final campus vote at the District IMA Committee Meeting in March.

Instructional Materials Review Process

- The final recommendations, made based on the District Instructional Materials Committee vote, are presented to the School Board in March for approval.

- Upon approval, the Instructional Leadership Team works with the Purchasing Department to review the packages offered by the selected publishers and choose the most inclusive option that fits within our budget.

Questions

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