



## MEMORANDUM

**TO:** Superintendents, Principals, Textbook Adoption Coordinators

**FROM:** Zach Foughty, Director of College and Career Readiness

**DATE:** February 8, 2012

**SUBJECT:** Updates to Textbook Adoption Procedures

Public Law 73-2011 altered state and local textbook adoption procedures. To help you better understand the new procedures, below is a list of the major changes that affect school corporations in the local textbook adoption decision.

- Local superintendents now set procedures for local textbook adoption. Previously, teachers were required to compose a majority of the membership of the local textbook committee and parents were to compose no less than 40 percent of the committee. These strict requirements have been lifted and are at the discretion of the local superintendent.
- Except for reading, the State Board of Education no longer will produce a list of approved textbooks. Schools can adopt materials that they determine meet the needs of their students. Specific information regarding reading textbook adoption is forthcoming.
- The Department of Education will review materials and provide guidance to schools as to the alignment of the materials, but this review is intended to be advisory in nature.
- Schools will no longer be required to submit textbook waivers.
- The previous adoption schedules have been repealed, meaning the textbook adoption no longer follows a strict 6-year cycle. Schools can continue to use materials beyond the 6-year period without needing a waiver from the state.
- Textbook rental remains capped at 25% of the purchase price per year for a period of 6 years, and at 15% per year after 6 years.
- Loans for textbooks no longer are restricted to the effective period of adoption by the State Board of Education.
- Schools will need to ensure that books comply with the Individuals with Disabilities Education Act 2004 (20 U.S.C. 1412(a)(23)(A) and 1474(e)). Specifically, a publisher must provide textbook materials in NIMAS format and obtain NIMAC certification, or grant a license to the school corporation to allow for the reproduction of adopted textbooks in (1) large type; (2) Braille; and (3) audio format. If this criterion is not met, schools may not purchase materials from the publisher.