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October 31, 2011

TO THE ADMINISTRATOR ADDRESSED:

SUBJECT: Instructional Materials Allotment Update

Implementation of the Instructional Materials Allotment (IMA) has provided instructional materials to school districts and open-enrollment charter schools for the 2011-2012 school year. Requisitions have been submitted primarily for instructional materials adopted by the State Board of Education.

With the start of the new school year behind us, the EMAT ordering system reveals that 80% of the school districts and open-enrollment charter schools have submitted a requisition for instructional materials. IMA funds allocated for instructional materials, including continuing contracts, are still available. EMAT records indicate that districts have used approximately half of their IMA for the 2011-2012 school year. School districts should finalize their plans for instructional materials purchases to ensure students have access to the materials they need for this school year.

Legislation requires each school district and open-enrollment charter school to annually certify to the State Board of Education (SBOE) and the Commissioner that, for each subject in the required curriculum, other than physical education, and for each grade level, the district provides each student with instructional materials that cover all elements of the essential knowledge and skills adopted by the SBOE for that subject and grade level. The process for certification is being programmed in EMAT and will be available to districts in spring 2012.

As such, districts are encouraged to requisition instructional materials offered in Proclamation 2011 to meet new PreK Guidelines in Prekindergarten Systems and new TEKS objectives for English and Spanish Language Arts, Handwriting, Spelling, and English as a Second Language. In addition, new supplemental science materials have been adopted to meet the new and updated science TEKS and are available for district selection.

Districts should also consult with their selection team, which includes the curriculum director, bilingual/ESL director, technology director, teachers, the business office and textbook coordinator when making decisions regarding instructional materials, technology services and technological equipment purchased through the IMA.

Changes to legislation will also require changes to the SBOE rules as well as the Commissioner's rules regarding instructional materials in Chapter 66 of the Texas Administrative Code. The SBOE will discuss potential rule changes to Chapter 66 at their November 2011 meeting with first reading scheduled for January 2012. The process for proposed changes to Chapter 66 Commissioner rules will also begin this fall. Additional information regarding opportunities for stakeholder input will be shared as soon as it becomes available.

For further assistance with your instructional materials requisitions, please contact the Instructional Materials and Educational Technology division at (512) 463-9601 or email at instructional.materials@tea.state.tx.us.

Sincerely,

Robert Scott
Commissioner of Education

RS/ag