

CENTRALIZED TEXTBOOK PROCESS

WHAT ELSE IS NEW FOR 2008-2009?

- 🍏 Establishment of a centralized textbook process whereby instructional materials (textbooks) are moved to schools in need due to a population shift and/or changes in class schedules.
- 🍏 Employment of a digital textbook tracking/management system will begin to be rolled out to the schools in the 2008-09 school year, pending Board approval.

WHAT YOU NEED TO DO?

- 🍏 Schools will need to follow District guidelines and procedures, providing one textbook per student for all core curriculum areas, as well as for tracking students' lost/damaged materials.
- 🍏 The Instructional Materials Department will monitor changes in student enrollment and availability of textbooks across the District so that surplus materials can be transported to school locations.

WHAT WILL HAPPEN IF YOU DON'T?

- 🍏 Students may not have the textbooks required as a "major tool of instruction" in core classes as mandated by State statute.
- 🍏 The District will not be able to generate real-time reports displaying equity of the distribution of Instructional Materials.
- 🍏 Tracking student obligations will continue to be cumbersome and problematic.
- 🍏 Funds will be spent unnecessarily on textbooks or materials that already exist and do not need to be purchased.

WHO NEEDS TO KNOW?

- 🍏 Principals
- 🍏 Budgetkeepers
- 🍏 Textbook Coordinators

HOW WILL YOU COMMUNICATE FOLLOW-UP?

- 🍏 Via email as needed

CONTACT

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