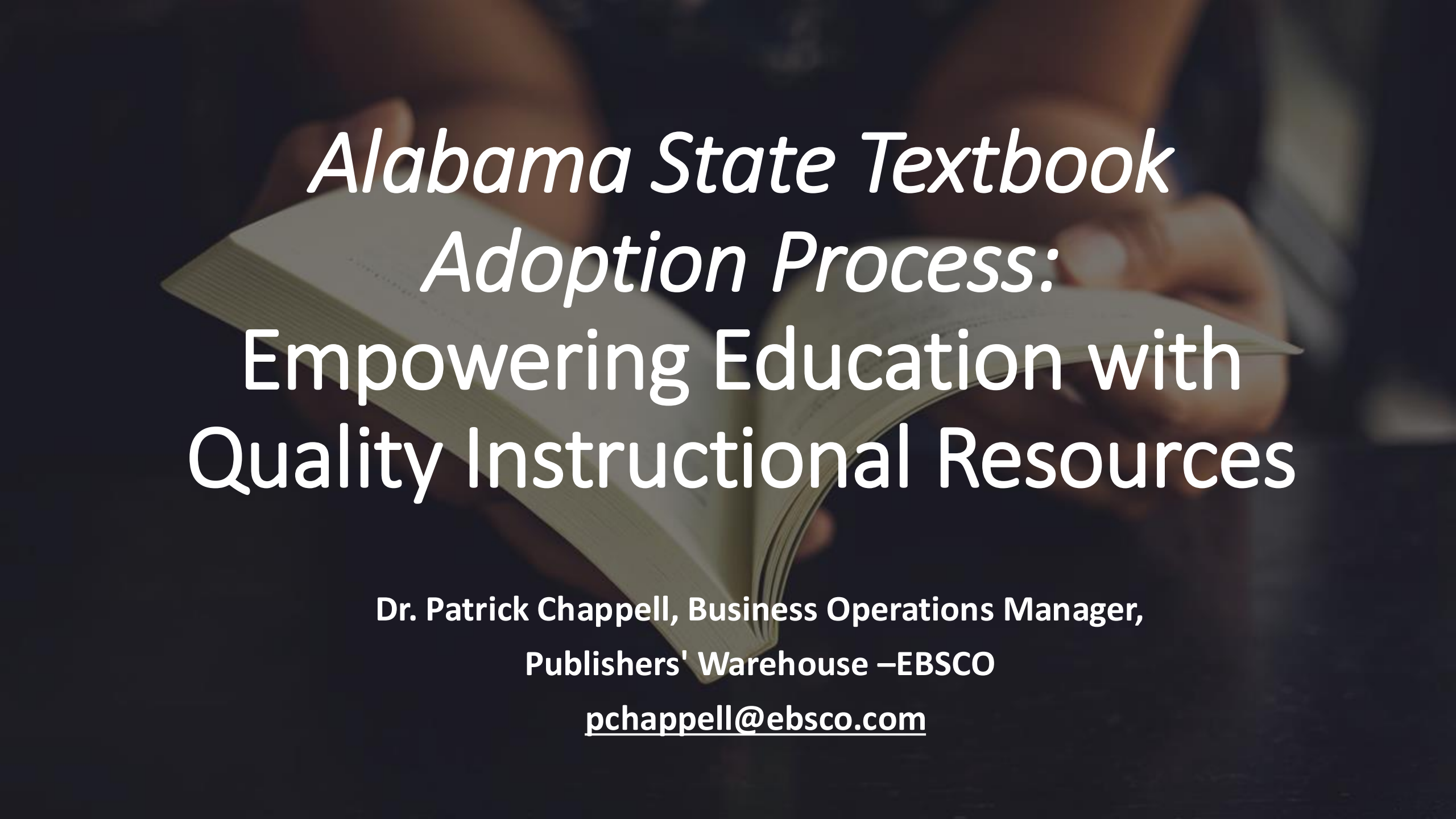


The background of the slide is a dark, blurred image showing a pair of hands holding an open book. The book's pages are visible, and the hands are positioned as if presenting the book. The overall tone is professional and educational.

Alabama State Textbook Adoption Process: Empowering Education with Quality Instructional Resources

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A person is sitting on a concrete ledge, looking out over a vast landscape at sunset. The sun is low on the horizon, casting a warm, golden glow over the scene. The person is silhouetted against the bright light of the sun. The landscape below is dark and hazy, with some faint blue markings on the ground in the foreground. The overall mood is contemplative and inspiring.

"Leaders become great,
not because of their
power, but because of
their ability to empower
others."

- John Maxwell

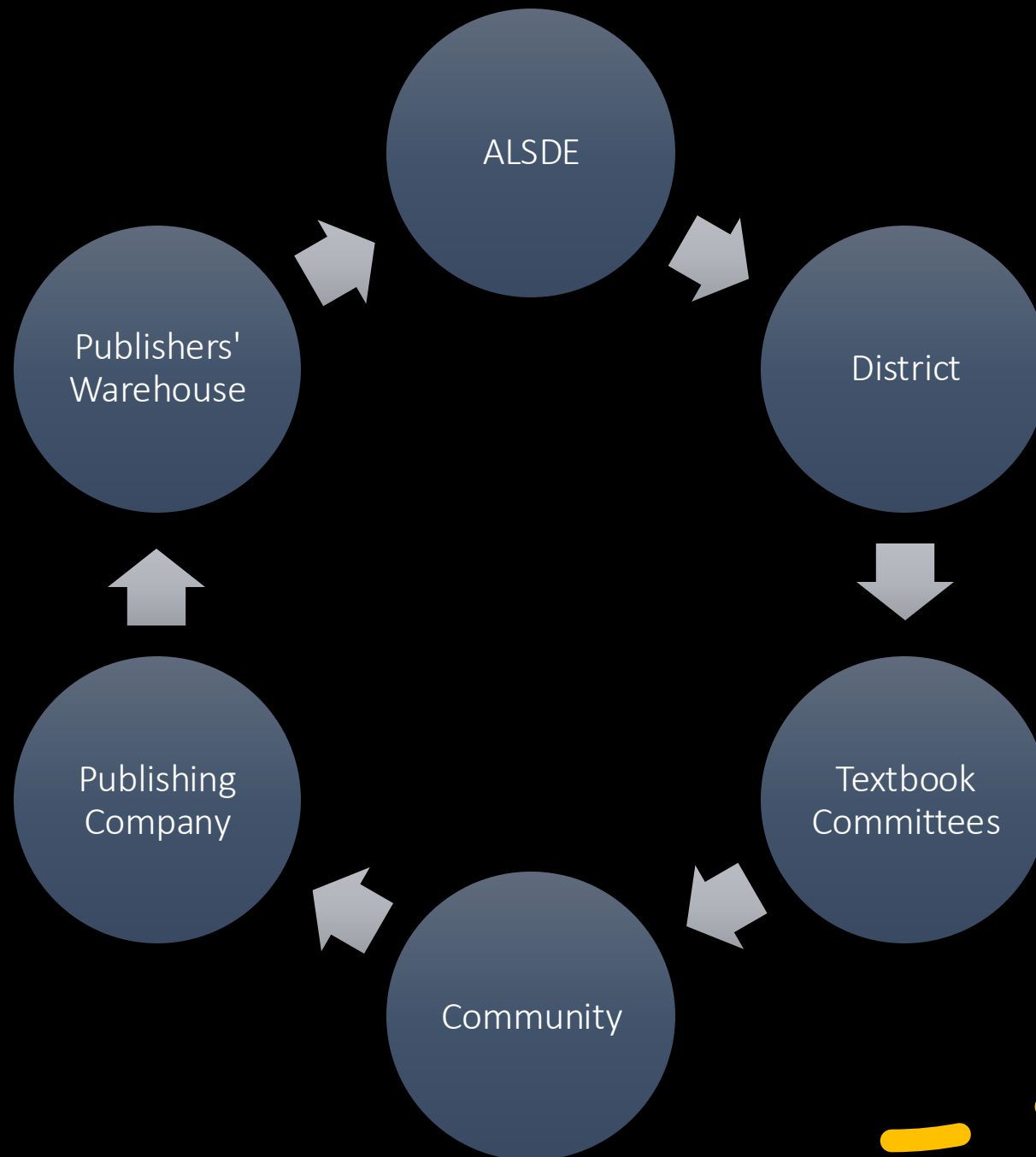
Essential Questions for Today

Dr. Patrick Chappell

- How do district leaders create the conditions for successful textbook adoption, implementation, & instructional impact?
- What legalities do I need to know about managing textbooks?
- What best practices make the most impact while making me the most efficient with my time?
- What are some of the specifics involved with ordering textbooks each year?



Steps in the Right Direction....



What Does ADOPTION Mean?



- **Textbook & Curriculum Adoptions** are the formal process by which the state & school districts select & approve instructional resources for use in their classrooms.
- Appointed committees evaluate approved resources & make recs to their Board for "adoption".
- Once rec is approved by Board, a district may purchase with state textbook funds

Important Note!



- When publishing companies are approved by the State Board for adoption, they agree to a **SET PRICE for all districts in Alabama for six years.**
- No district should be charged more – or less – than that state adopted price.
- This is the equivalent to a bid process for other school materials – but we don't want to bid textbooks!
- Textbook prices are NOT to be negotiated – by either the publishing company or the schools..

Alabama Courses of Study Standards & Textbook Adoption Cycle (updated, May 2022)

School Year	COS Standards Adopted (Spring)	Textbooks Adopted (State-Nov; LEA Feb)	COS & Textbook Implementation (Start of School)
2022-2023	CTE (Cosm; Hospt; Library)	CTE (Arch; Info Tech; Transp; Distrib/Log)	ELA
2023-2024	SCIENCE (CTE Heath/Comm/Tech; Counseling	CTE (Cosm; Hospt; Library)	CTE (Arch; Info Tech; Transp; Distrib/Log)
2024-2025	SOCIAL STUDIES (Arts Education)	SCIENCE (CTE Heath/Comm/Tech; Counseling	CTE (Cosm; Hospt; Library)
2025-2026	DIGITAL LIT / COMP SCIENCE	SOCIAL STUDIES (Arts Education)	SCIENCE (CTE Heath/Comm/Tech; Counseling
2026-2027	WORLD LANG (CTE Ag; Law; Pub Safe; STEM; Man)	DIGITAL LIT / COMP SCIENCE	SOCIAL STUDIES (Arts Education)
2027-2028	HEALTH/PE (CTE Arch; Info Tech; Transp; Distrib/Log)	WORLD LANG (CTE Ag; Law; Pub Safe; STEM; Man)	DIGITAL LIT / COMP SCIENCE
2028-2029	MATH (CTE Busn; Cosmet; Hosp; Transp; Dist/Log)	HEALTH/PE (CTE Arch; Info Tech; Transp; Distrib/Log)	WORLD LANG (CTE Ag; Law; Pub Safe; STEM; Man)
2029-2030	DIGITAL LIT / COMP SCIENCE	MATH (CTE Busn; Cosmet; Hosp; Transp; Dist/Log)	HEALTH/PE (CTE Arch; Info Tech; Transp; Distrib/Log)
2030-2031	ELA (CTE A/V Tech & Comm; Health/Human)	DIGITAL LIT / COMP SCIENCE	MATH (CTE Busn; Cosmet; Hosp; Transp; Dist/Log)
2031-2032	TBD: CTE (Cosm; Hospt; Library)	ELA (CTE A/V Tech & Comm; Health/Human)	DIGITAL LIT / COMP SCIENCE
2032-2033	TBD: SCIENCE	TBD: CTE (Cosm; Hospt; Library)	ELA (CTE A/V Tech & Comm; Health/Human)

Publishers' Warehouse

Alabama's Instructional Materials
Distribution Center



*A Trusted Partner that Delivers
Focused Solutions & Customized
Services.*





Publishers' WAREHOUSE

- AL Code created an Alabama distribution center over 50 years ago **to protect schools**. That's our role as a partner of the ALSDE & you!
- PW works with the ALSDE & publishing companies to secure & protect a consistent price for ALL Alabama schools for a full 6-year contract cycle
- ***Publishers' Warehouse does not charge shipping to districts!***
- Publishers' Warehouse works with you on your order & delivery!
- You have "one-stop shopping" to purchase all your instructional resources!
- Publishers' Warehouse provides support & customer service to busy school folks, saving you time & money!

Publishers' Warehouse ENSURES EQUITY & FAIRNESS across ALL AL school districts!



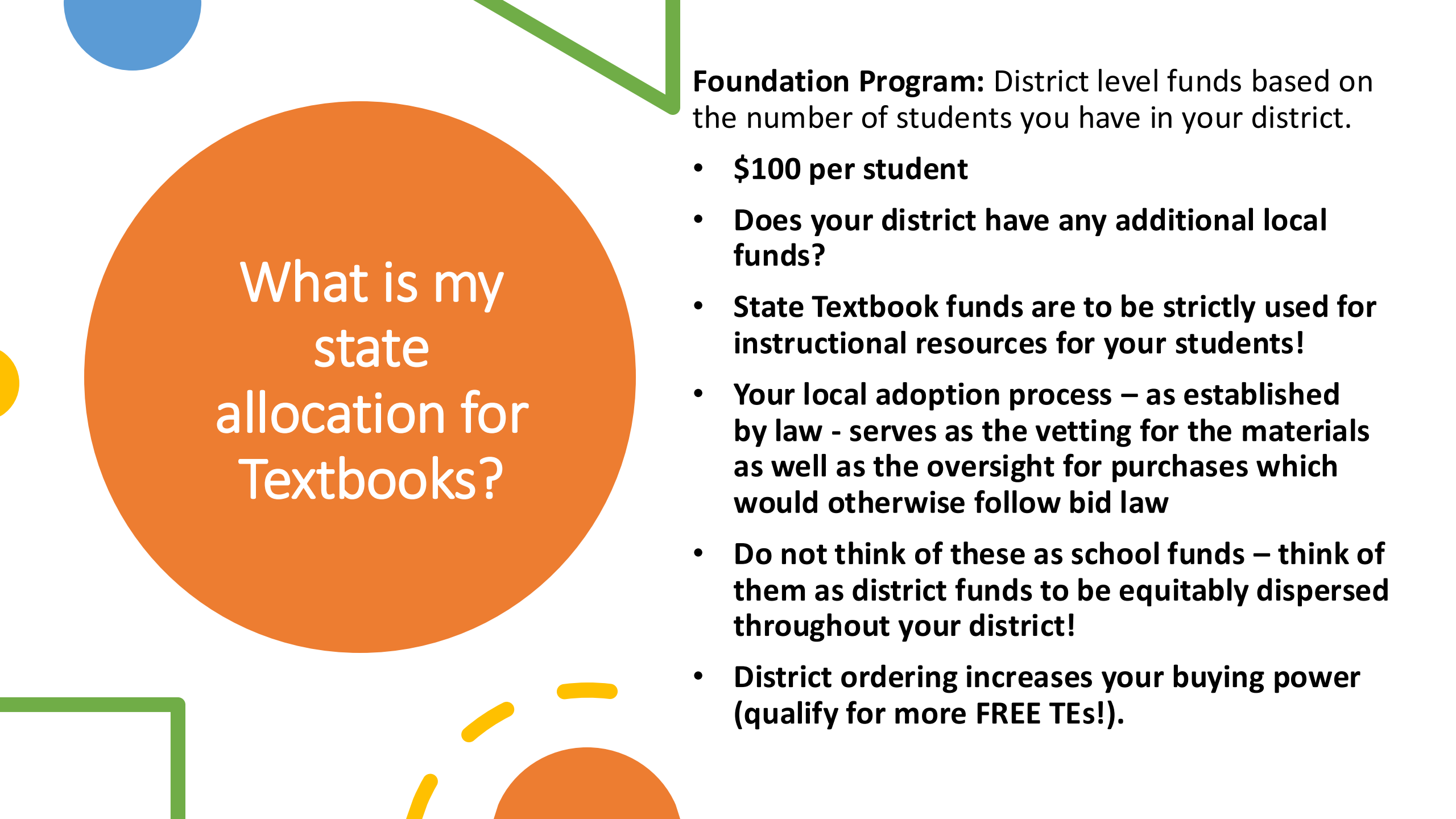
Publishers' Warehouse is the HUB for help with Instructional Resources!



Where are Opportunities for Leadership with Textbook Adoption?



- Build Relationships
- Forward the Mission of the District
- Impact Instructional Practices
- Organize the Process
- Model Facilitative Leadership
- Focus attention where needed
- Communicate progress
- Earn Trust, Confidence, & Credibility
- Shift the culture!



What is my state allocation for Textbooks?

Foundation Program: District level funds based on the number of students you have in your district.

- **\$100 per student**
- **Does your district have any additional local funds?**
- **State Textbook funds are to be strictly used for instructional resources for your students!**
- **Your local adoption process – as established by law - serves as the vetting for the materials as well as the oversight for purchases which would otherwise follow bid law**
- **Do not think of these as school funds – think of them as district funds to be equitably dispersed throughout your district!**
- **District ordering increases your buying power (qualify for more FREE TEs!).**

Remember....



- Following ALL the steps in the local textbook adoption process is the KEY to unlocking the use of state textbook funds.
- **You may NOT use state textbook funds for instructional resources that have NOT been taken through your local adoption process – EVEN if they are on a state list!**
- Assessments are NOT instructional resources for kids!

**YOU CAN'T
CONTROL THE
WIND BUT YOU
CAN ADJUST
YOUR SAIL**



As we think about the textbook adoption & ordering processes:

1. There are things we can control
2. There are things we cannot control

Our job is to focus on what we CAN control, & to adjust, so that all teachers & students have the resources they need on the first day of school.

What Does a Textbook Coordinator Do?

- Districts are mandated by the ALSDE to have a textbook coordinator
- In smaller districts, the curriculum director is often the textbook coordinator.
- In larger districts, they may work in a warehouse & have other similar responsibilities (transportation; operations, etc).
- Oversees budget & expenses for district purchases
- Orders & inventories curriculum resources according to state law
- Handles (or works alongside the person who handles) the adoption process



Pre-Determine Your District's NEEDS!

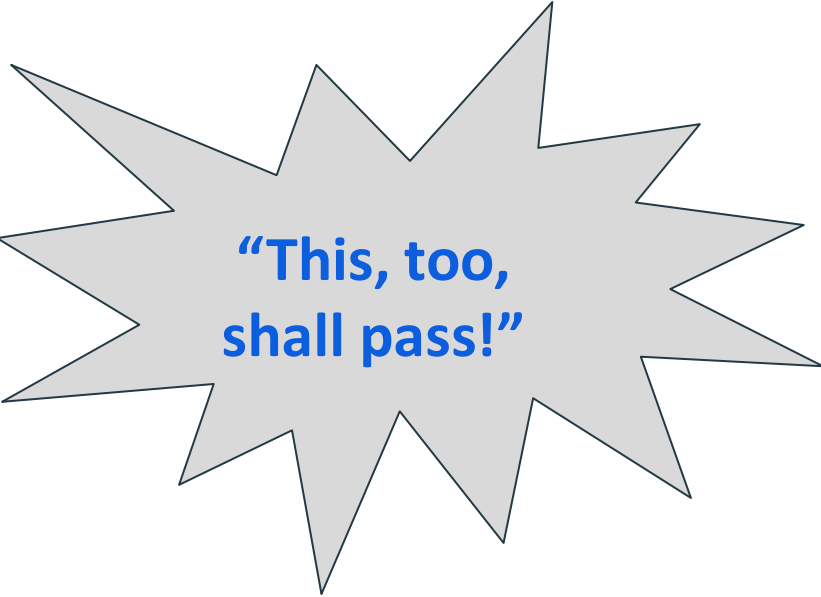


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- What resources does your district use?
- Do you have all the books you need?
- Complete a needs assessment for your district
- What does your data tell you?
- What works with your current resource? What does not?
- Design a rubric based upon your needs assessment. Keep it simple – Less is more! I like 10 items
- Evaluation resources with that rubric. Use the rubric to guide discussion – don't be "hard & fast" with the score!

**How many of you have heard
educators talk about “pendulum
shifts?”**



**“This, too,
shall pass!”**



**“There’s nothing
new under the
sun.”**

Pendulum Shift!



THEN...

Standards???

Teacher Autonomy!

**Teach the
Textbook!**

NOW...

Standards!!!

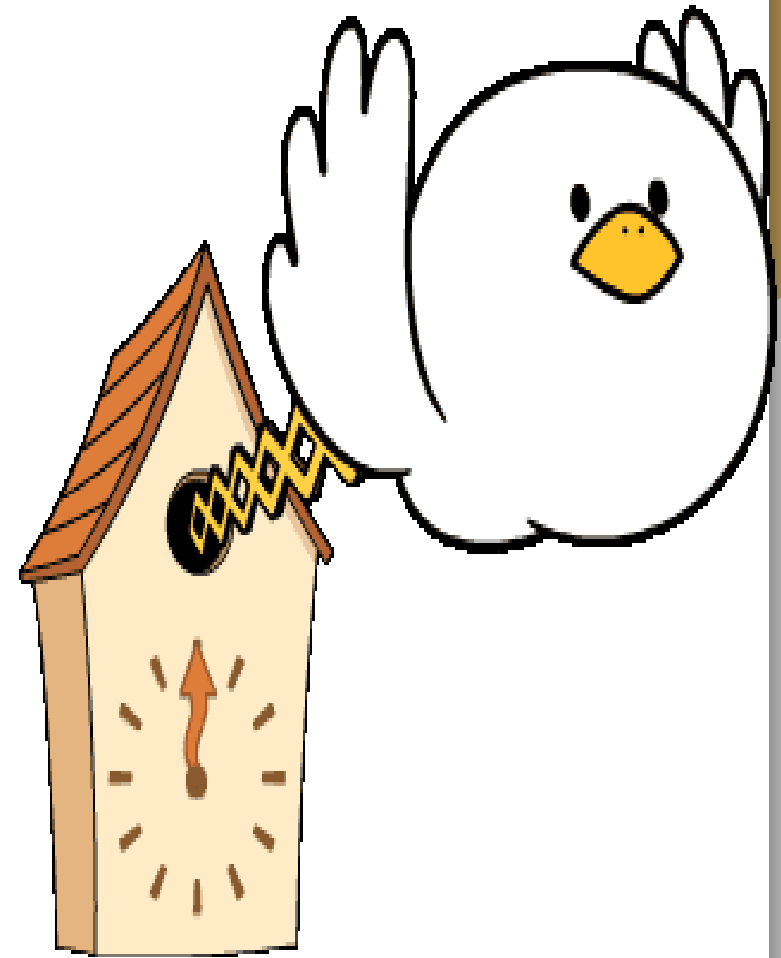
Pacing Guides!

**Don't Need the
Textbook!!!**

The Result...

A generation of teachers was taught “do NOT teach the textbook” - that an over-reliance on the textbook was a sign of a poor teacher.

The RESULT is an over-reliance on free, online resources of questionable quality...a tremendous variance between classes...& tried, overworked teachers.



Balance!

- The ***MASTERY*** of Rigorous Standards should drive instruction
- Instructional Materials are NOT the curriculum.
- But **Vetted, High Quality Instructional Materials** DO provide more rigorous, equitable access to content.



Ensuring Quality...Questions to Evaluate...

- Do you have continuity with implementation of resources across your district?
- Have your teachers had the training they need with standards & their accompanying resources to be effective?
- Are there resources that are no longer being used that can be discarded?
- Have you set the appropriate expectations regarding resources?



Let's Get Practical!

- **What do I need to be aware of with textbooks?**
- **How do I manage the logistics with textbooks?**



Subscriptions:

"Consumable Texts"



- "**Subscriptions**" are the trend for many reasons...
 - Cost-effective for everyone
 - Student & school friendly
 - Works well alongside accompanying digital resources
- Basically, they are a "**consumable textbooks**" that you pay for in full year-one - & then receive new copies each year at no additional cost for the life of a six-year adoption.
- You can adjust numbers each year within grade-bands of the same cost. But you may need to order extra if you have a lot of growth.
- **We ask for those numbers in October** – due by Halloween.
- We begin shipping subscriptions in January, with a goal of completing them before a newly adopted product arrives to the warehouse.

Math Gap Packages

2021-2026

2027-2030

- The 6-year math contract is completed at the end of the 2026-2027 school year.
- However, we will NOT adopt new standards & textbooks for math until 2029 & 2030.
- We have a GAP! You will still need Math subscriptions & digital resources!
- You will have an opportunity to purchase a 3-year "gap packages" during the fall & winter of 2026 for the 2027-2028 school year & beyond.



How do I order books?

- Procure a quote from your district's chosen publishing company based on the number of student materials you will need.
- **REVIEW QUOTE CAREFULLY.**
- The order will come to PW – NOT to the publishing company.
- This is counter-intuitive for many CSFOs- esp if they're new. Explain to them!
- The quote & POs made out to Publishers' Warehouse should be emailed to publisherswarehouse@ebSCO.com
- PW will ship resources to your district &/or school.



I Have QUESTIONS?



Have ISBN, PO, &
Invoice #s handy!



Tiara Banks, City & County Schools, A-E
tbanks@ebsco.com



Wendi Spencer, County Schools, F-Z, &
Accounts Payable
wspencer1@ebsco.com



Yvonne Odom: City Schools, F-Z; all
private & charter schools
yodom@ebsco.com

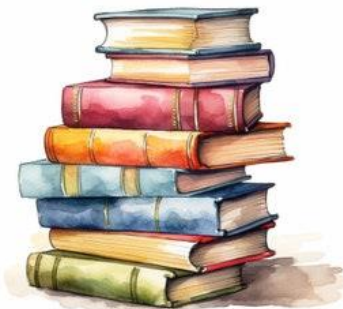
Customer Service from Publishers' Warehouse

- **PW exists to serve school districts.** YOU are our customers. PW customizes delivery options & payment plans with districts.
 - PW allows districts to CHOOSE books at one central location or broken out to each school.
- PW ships student textbooks & processes digital orders.
- “Free with” materials (TEs; workbooks, etc.) may come directly from the publishing companies.
- PW works very closely with publishing partners for effective communication with schools.
- The earliest district orders naturally receive the first printings of books.
- Backorders are not unusual - but PW sends districts partial orders as soon as a majority of the order is in stock.



Our Business Delivery Model Has Shifted to Year-Around Deliveries!

- We are delivering every core subject, every year – not once every 6 to 10 as in years past – Subscriptions!
- We begin delivering consumable textbooks in January!
- We deliver to district locations, to individual schools, & to both!
- We would like to deliver at least 1 subject to a centralized location.
- Schools are usually closed on Fridays in the summer, alongside summer holidays & vacation schedules



What Does This Mean for Your District?

- Consumable texts are not going away!
- This school year, we delivered the four-core subjects to every school district in Alabama.
- **Do you need to reclaim existing warehouse space?**
 - Do you have an old school or property that could be repurposed for book storage?
 - Do your schools need to clean out their storage to make more room for books?



Things to Think About...

- Orders are processed in the way in which they are to be delivered.
- POs should come from the district office for comprehensive textbooks, as PW will want to work with central offices for processing orders.
- You can do ONE big PO or multiple POs.
- If you are having your books "broken out", you will need to make a spreadsheet matching the numbers on your quote to each school for us.
- Watch TEs carefully. You always get some "free"...but you may choose to order extra. Make sure you account for all the TEs & know where they are coming from.



The Choice
is Yours!

Single District Deliveries:

- **EASIER on you to order** – just need total numbers
- **HARDER to receive** - do you have a loading dock or warehouse
- **HARDER to distribute** – do you have manpower help for that?
- **EASIER to control numbers** – You can delay schools getting books; ensure accuracy

School Breakouts:

- **EASIER on you** - schools receive the books broken out already
- **HARDER on you to order** – total numbers must be broken out
- **HARDER to manage** accurate counts at individual schools



When thinking of directions for school deliveries...

- Think about the school which has the **LEAST** capacity for organization & management, particularly in the summer.....
- Design the school textbook receiving check-list for all schools with **that** school in mind.
- ***Books should be accounted for against the packing slip BEFORE any are passed out!***
- Discrepancies should be addressed with PW immediately – no later than **30 days** after receiving that particular shipment.

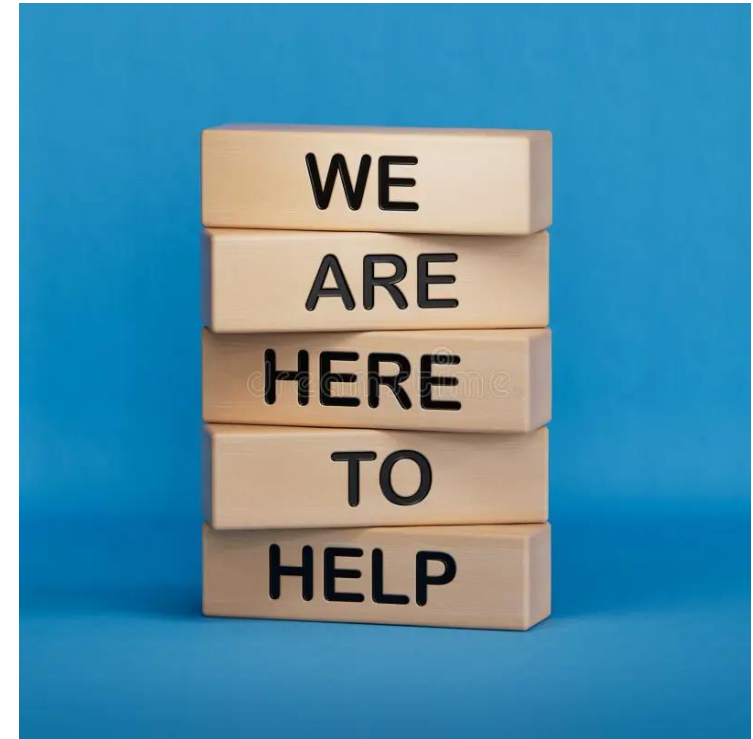
REQUEST.....

- If you are a district who normally has us deliver to your schools, **would you consider taking 1 or 2 of your subjects in bulk to a central location?** This helps us – but it may help your schools with storage issues as well.
- Bulk deliveries are already prioritized (head of the line) due to logistics
- You would receive those books in the winter or early spring
- You would control how & when books were delivered to schools (maybe use maintenance dept in a slower time than summer)?

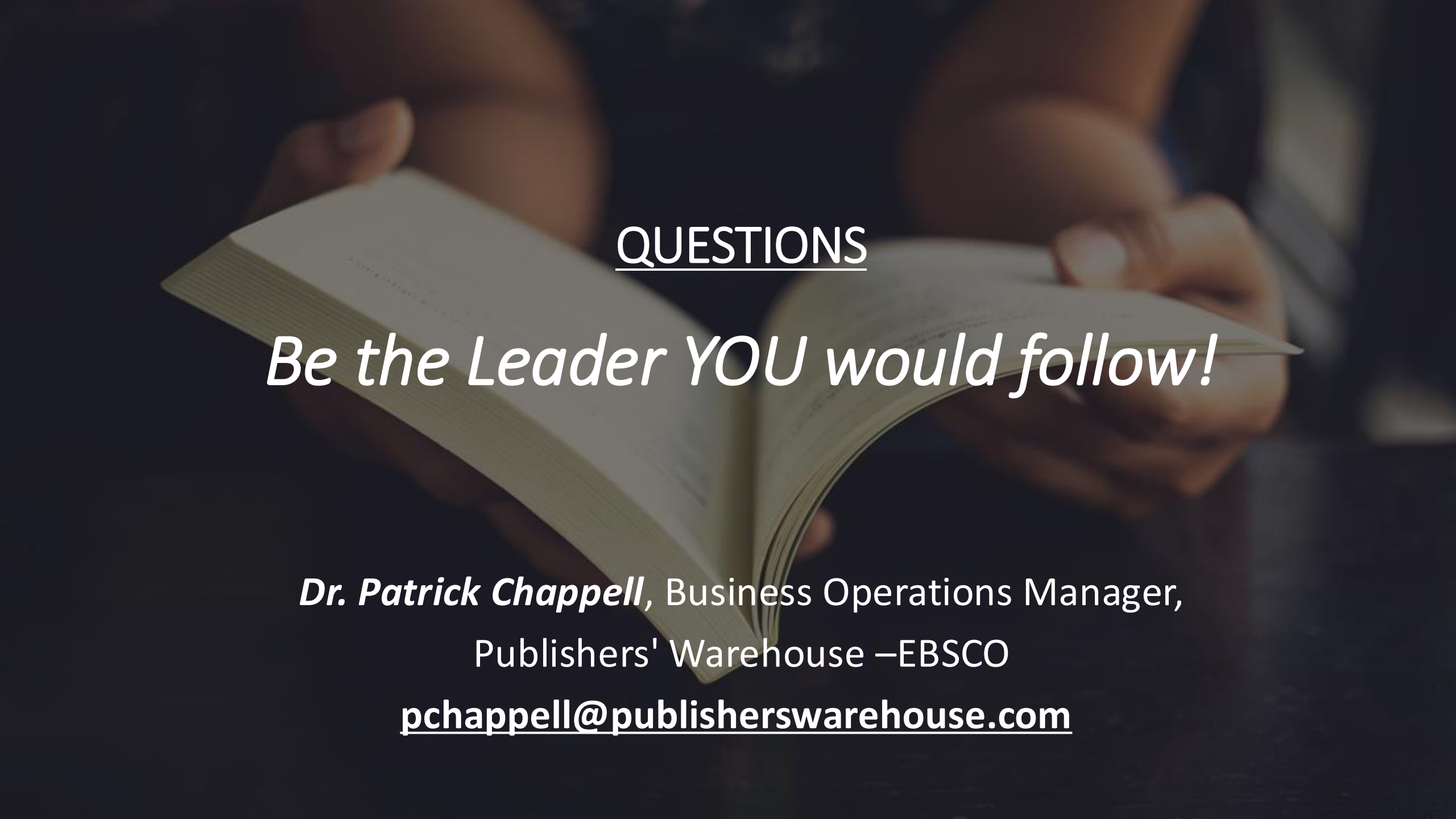


Final Thoughts...

- You do LOTS of things. PW just does books!
- All problems can be resolved!
- Each school district is unique!
- I am happy to meet with you in person or by Zoom to help customize the process for your district.
- If you are NEW, I would like to meet with you in person this fall!



Publishers'
WAREHOUSE

A person's hands are holding an open book, with the pages slightly curved. The background is dark and out of focus. Overlaid on the image is the word "QUESTIONS" in white, underlined, uppercase letters.

QUESTIONS

Be the Leader YOU would follow!

Dr. Patrick Chappell, Business Operations Manager,
Publishers' Warehouse –EBSCO

pchappell@publisherswarehouse.com