

Frequently Asked Questions About Instructional Materials

FAQs From Districts:

- When will the ADE publish a list of adopted materials from which a school can choose?
 - The ADE will no longer publish a list of adopted materials as there is no longer an official statewide review of instructional materials.

- When selecting and purchasing instructional materials, are schools required to complete any paperwork for the ADE?
 - The current guidance indicates that schools are not required to submit any adoption or reporting forms to the Office of Curriculum and Instruction. Schools are free to select and purchase their own instructional materials.

- Are districts required to bid their textbook/instructional material purchases?
 - Districts should follow all procurement and purchasing procedures required by their district. Districts may also want to seek legal guidance before entering into any contract with a publisher.

- Will there be textbook caravans?
 - The ADE will no longer sponsor or promote any textbook caravans. Districts are encouraged to contact the Educators Book Depository at 501-490-0007, in order to inquire about any possible caravans being sponsored by publishers or the depository.

FAQs From Publishers:

- Are publishers required to use the textbook depository located in Little Rock, Arkansas?
 - Publishers are required to maintain a depository within the state borders. The Rules Governing Instructional Materials do not require the use of a specific depository.

- What are the reporting requirements of publishers wishing to do business with districts in Arkansas?
 - Any publishers wishing to do business with districts or schools in Arkansas are required to submit, no later than June 30 of each year, a list of all state contracts made during the state fiscal year just ended on all instructional materials the publisher sold in the Arkansas. Additionally, the publisher must submit a list of all instructional materials sold to each school district in Arkansas, including the price of each instructional material.

- What requirements related to pricing are in the Rules Governing Instructional Materials?
 - Publishers shall not charge a school district a price for instructional materials that exceeds the lowest contracted price currently bid in another state on the same product. Likewise, instructional materials must be sold at the same price to all school districts in the state and must guarantee the price for the remainder of the school year.

http://www.arkansased.gov/public/userfiles/Legal/Legal-Current%20Rules/ADE_312_Instructional_Materials_2018.pdf