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KDE Textbooks Web page:
[Click here](#)

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Planning to purchase basal textbooks (Print or Digital)?

Remember to use the [Off-List Notification](#) process (*required by statute*) for ALL basal purchases, *regardless of funding source*, for the following subject areas:

- Language Arts, Reading, and Literature
- Social Studies
- Arts and Humanities/World Languages
- Science

State Multiple Lists are in place for the following subject areas:

[Mathematics](#) (2009-2015)
Contracts expire June 30, 2015

[PL/CS/CTE](#) (2010-2016)
Contracts expire June 30, 2016

Did you miss a newsletter? Check the [archive](#) for previous *KY Textbook Adoption Updates*



Kentucky Textbook Adoption Updates

Textbooks FAQ

The Kentucky Department of Education's Textbook and Instructional Resources Web page now contains an **FAQ for the Textbook Selection Process** in Kentucky. Use the URL below to access the page, or find the FAQ by going to the main web page for Textbooks on the KDE website. The FAQ was a result of questions received from district textbook coordinators during the last two years. Thank you to those who were able to participate in a Lync session earlier this school year to review those questions and answers. A link to that session is below, too. Login credentials using your district email address are required for viewing.

- **Textbooks FAQ:** <http://education.ky.gov/curriculum/Documents/FAQ-textbooks.pdf>
- **Textbooks FAQ Lync Session:** https://staffkyschools-my.sharepoint.com/personal/kathy_mansfield_education_ky_gov/_layouts/15/guestaccess.aspx?guestaccesstoken=pCdrvrrRIDP6CnY2gZlI4LHRWSrxS%2bFs3o4sGNmsPA%3d&docid=098e3e5ced43a47119a844d2d598de673

Note: Due to a glitch during the recording of the session, you will see Jefferson County's District Textbook Coordinator, Dr. Paul Lanata, during the first portion of the Lync session in the video window. The audio of KDE personnel is available throughout the whole session, however, and video of KDE staff is available during the last portion of the Lync session.

Textbook/Instructional Resource Funds Guidance

If textbook funds are left in Flex-Focus, restrictions on purchases apply. However, if a district chooses, as allowed by the General Assembly, to move the funds from Flex-Focus to the General Fund in order to spend on restricted instructional resources such as technology and consumables, the restrictions do not apply. Local school districts that utilize these funds for general operating expenses shall report to the Kentucky Department of Education and the Interim Joint Committee on Education on an annual basis the amount of each program funding utilized for general operating expenses. Districts that choose to move Instructional Resource funds into general fund will do so through MUNIS, placing the funds into project 15FX (where X denotes the fiscal year). The district will submit a quarterly CDIP report for project 15FX to KDE. The KDE will submit a summary report to the Interim Joint Committee on Education (IJCE) annually, per HB235. Districts are not required to submit documentation to the IJCE.

State Textbook Commission

The Kentucky State Textbook Commission meets every year to direct the process for selection of basal instructional resources. The KDE is currently seeking teacher members for the commission. Please share the link below with teachers in your district who might be interested in applying for the position. Terms are 4 years and require 1-4 meetings per year in Frankfort. KDE is currently seeking representation from the far western area of the state and the far eastern area of the state.

- **State Textbook Commission Application:** <https://www.surveymonkey.com/s/YSYD8FL>

Used Textbooks

1. Can I purchase used books with textbook money? **Yes**
2. If I can purchase the used books, do I have to complete the Off-List Notification Process? **Not if the ISBN # is from a current State Multiple List or if the school previously purchased that specific title/ISBN # from a State Multiple List (current or past) or if the title/ISBN # was part of a previous District Off-List Notification.**
3. Can I purchase these books since they are for a high school class? **Since Textbooks/Instructional Resource funds are designated for K-8, the purchase must be from the General Fund.**

Off-List Notifications

The Off-List Notification must be used for any **basal** purchase (print or digital) that does not come from a current State Multiple List, **regardless of funding source**. If the ISBN number of the purchase does not match the ISBN number of a current State Multiple List title, then the Off-List Notification must be completed.

- **Off-List Notification Web page:** <http://education.ky.gov/curriculum/books/Pages/District-Off-List-Notification-Information.aspx>