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GLOUCESTER COUNTY SCHOOL BOARD

The Thomas Calhoun Walker Education Center
6099 T.C. Walker Road Gloucester, Virginia 23061

SCHOOL BOARD AGENDA ITEM

MEETING DATE: THURSDAY, FEBRUARY 22, 2024

AGENDA SUBJECT: ELEMENTARY ENGLISH/LANGUAGE ARTS TEXTBOOK ADOPTION (PER VIRGINIA LITERACY ACT)
(FOR ABINGDON, ACHILLES, BETHEL, BOTETOURT, PETSWORDH)

ATTACHMENTS: PRESENTATION SLIDES
GCPS TEXTBOOK ADOPTION POLICY – FILE NO. IIAA
TEXTBOOK SELECTION PROCESS

TYPE OF AGENDA ITEM:

- CONSENT
- REGULAR
- DEPARTMENTAL
REPORT/PRESENTATION

- INFORMATION ONLY – NO DISCUSSION
- INFORMATION ONLY – DISCUSSION
- ACTION

BACKGROUND/SUMMARY:

The school division does not currently utilize a uniform textbook series for elementary English/Language Arts (ELA) instruction. According to the Virginia Literacy Act, the division’s elementary reading specialists and ELA teachers *shall* pursue textbook adoption for SY2024-2025, in accordance with the GCPS policy, VDOE guidelines, and Virginia State Code. The school division is seeking Board approval for the adoption process and subsequent purchase of all applicable materials. The review and exploration process has concluded, and division staff will present recommendations for purchase to the Superintendent and School Board at this meeting for final approval.

REQUESTED ACTION: Approval of textbook adoption and purchase

FOR MORE INFORMATION, CONTACT PRESENTER:

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**GCPS English/Language Arts
Textbook Adoption
Grades K-5**

Textbooks for Consideration

Houghton Mifflin Harcourt <i>Into Reading</i>	<i>Benchmark Advance</i>	<i>CKLA Amplify</i>
 <p>The logo for Houghton Mifflin Harcourt's 'Into Reading' program. It features a stylized illustration of a person reading on a curved path, with a sun and trees in the background. The HMH logo and the text 'into Reading™' are positioned at the bottom left.</p>	 <p>The logo for Benchmark Advance, featuring a colorful staircase graphic leading up to the word 'Benchmark' in red and 'ADVANCE' in blue. Below the text is a row of diverse cartoon children.</p>	 <p>The logo for Amplify CKLA, featuring the text 'AmplifyCKLA' in orange and brown. To the right is a colorful illustration of a woman reading, a man with a microscope, and various educational icons.</p>

Virginia Literacy Act: Code: § 22.1-253.13:1.

Textbook Adoption Committee

Title	School/Location
Reading Specialist	Botetourt
First Grade Teacher	Botetourt
Principal	Achilles
Gifted Education Specialist	T.C. Walker Education Center
Reading Specialist	Achilles
Third Grade Teacher	Achilles
Reading Specialist	Achilles
Reading Specialist	Abingdon
Reading Specialist	Abingdon
Reading Specialist	Petsworth
Reading Specialist	Bethel
Reading Specialist	Bethel
Fourth Grade Teacher	Bethel
Assistant Principal	Abingdon
Special Education Teacher	Abingdon
Third Grade Teacher	Abingdon
Fifth Grade Teacher	Botetourt
K-5 Literacy Specialist	T.C. Walker Education Center
Director of Elementary Education	T.C. Walker Education Center

Timeline

December, 2023

VDOE approved list of released Core text series

Early January, 2024

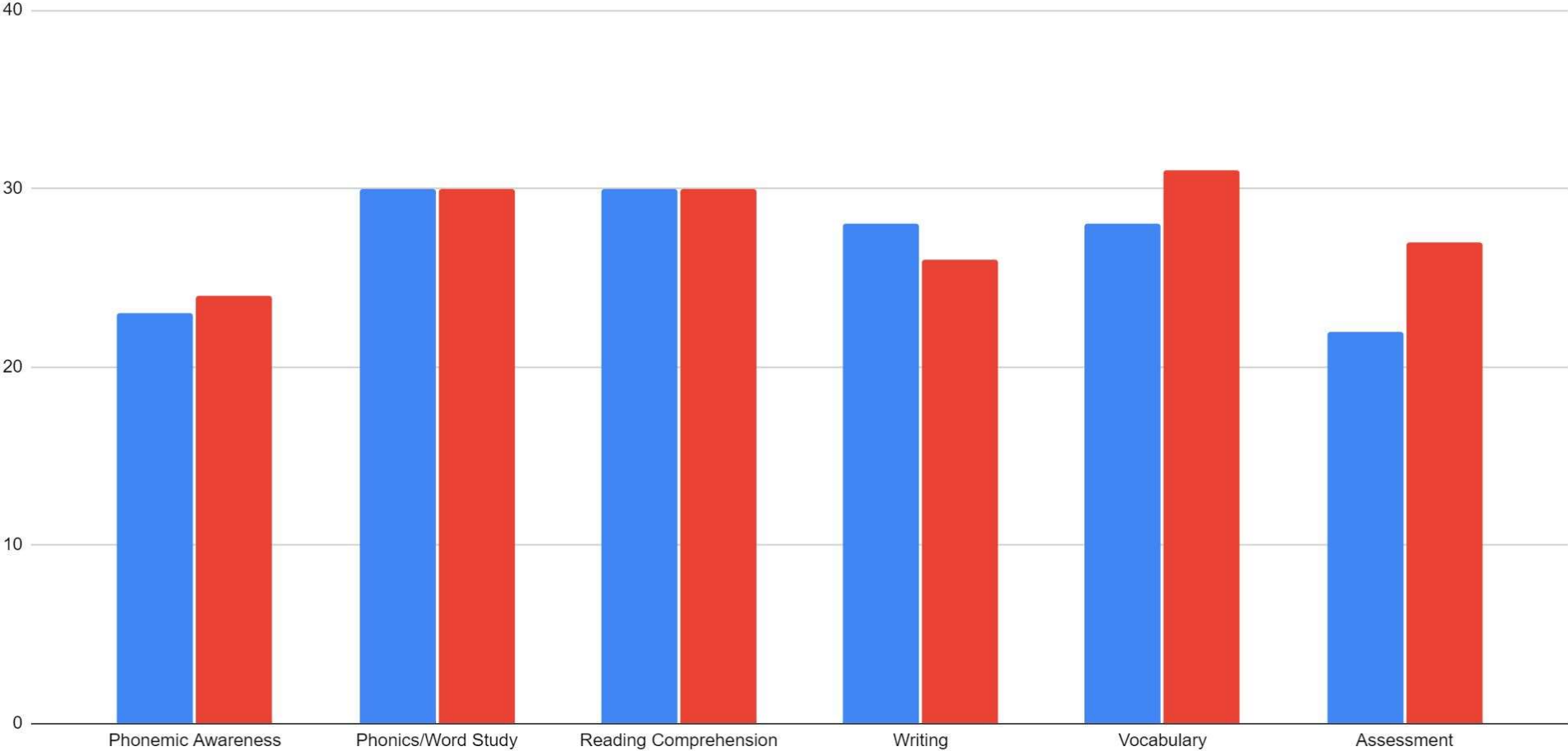
GCPS Textbook Adoption Committee reviewed 3 curriculums

Late January, 2024

Public Input & Comment

Benchmark and HMH Into Reading

Benchmark HMH Into Reading



Practical/Instructional Quotes from Teachers

 Benchmark

 HMH Into Reading

Practical

Benchmark is easy to follow...lessons at a glance

Benchmark workbooks change periodically

HMH is well-organized...child friendly and easy to follow

Benchmark materials are easier to manage

HMH's teachers' manual is easier to follow

Instructional

Quality of HMH texts richer and more engaging for instruction

HMH has real vs. contrived texts to support our language arts instruction

HMH includes more materials/software tools for instruction

Benchmark is aligned with Virginia science and social studies standards.

Benchmark has better morphology/vocabulary instruction

HMH is more LETRS aligned

Peer Review

Division 1: Benchmark Advance

- Well organized
- End of unit projects
- Daily writing consumables
- Smaller consumables
- Text align with science and social studies

Division 2: Changed from Benchmark to HMH Into Reading

- Student engagement higher
- Deeper learning projects
- Writing easily adapted to integrate with reading
- Complete package; everything is one place
- Rigorous for all grades; SOL scores improved
- Authentic texts with fiction/nonfiction equally distributed

Cost and Funding Source

- Cost and materials for this textbook adoption cycle:

Total Cost of Proposal (PO Amount): \$516,488.52

- ALL in Tutoring Grant

Next Steps

- Board consideration and approval
- Amend ALL In Spending Plan
- Implementation plan
- Professional Development beginning Spring 2024
- Monitor and support implementation

TEXTBOOK SELECTION, ADOPTION, AND PURCHASE

Selection of Textbooks

The Gloucester County School Board may adopt textbooks, including print or electronic media for student use that serves as the primary curriculum basis for a grade-level subject or course from the list of textbooks approved by the Board of Education. The School Board may also adopt books which are not on the state-adopted list in accordance with the Board of Education regulations.

In approving textbooks, the School Board:

- appoints evaluation committees to review and evaluate textbooks,
- gives notice to parents that textbooks under consideration will be listed on the division's website and made available at designated locations for review by any interested citizens,
- creates opportunities for persons reviewing such textbooks to present their comments and observations to the School Board,
- creates procedures to ensure appropriate consideration of citizen comments and observations and
- establishes and makes known selection criteria.

Textbooks Approved by the Board of Education

The Gloucester County School Board may either enter into written term contracts or issue purchase orders with publishers of textbooks approved by the Board of Education. Such written contracts or purchase orders are exempt from the Virginia Public Procurement Act (Va. Code 2.2-4300 et seq.). The contract price shall not exceed the lowest wholesale price at which the book or books involved in the contract are currently bid under contract anywhere in the United States. If, subsequent to the date of any contract entered into by the School Board, the prices of books named in the contract are reduced or the terms of the contract are made more favorable to the purchase anywhere in the United States or a special or other edition of any book named in the contract is sold outside of Virginia at a lower price than contracted in Virginia, the publisher shall grant the same reduction or terms to the School Board and give the School Board the option of using such special or other edition adapted for use in Virginia and at the lowest price at which such special edition is sold elsewhere and the contract shall so state.

Contracts and purchase orders with publishers of textbooks approved by the Board of Education shall require the publisher to furnish an electronic file of the textbook in the National Instructional Materials Accessibility Standards (NIMAS) format that will then be deposited in the National Instructional Materials Access Center (NIMAC) from which accessible versions of the particular textbook may be produced for students with print disabilities, as defined in 20 U.S.C. 1474. Publishers shall deliver the NIMAS file of the textbook on or before the date of delivery of the regular text version.

Contracts and purchase orders with publishers of textbooks approved by the Board of Education for use in grades 6-12 shall allow for the purchase of printed textbooks, printed textbooks with electronic files, or electronic textbooks separate and apart from printed versions of the same textbook. The School Board may purchase an assortment of textbooks in any of the three forms listed above.

The Gloucester County School Board shall order directly from the respective publishers the books needed to supply the public schools in the school division. The publishers shall ship the books to the school board. The purchase price of such books shall be paid directly to the publisher by the school board.

Locally-Approved Textbooks

In approving textbooks that have not been approved by the Board of Education, the School Board will also include a correlation of the content to the Virginia Standards of Learning in the content area and

an analysis of strengths and weaknesses of the textbook in terms of instructional planning and support when the textbooks pertain to Virginia Standards of Learning subjects.

The publishers of such textbooks shall

- provide the School Board with certification that the content of the textbook is accurate and
- sign an agreement with the School Board to correct all factual and editing errors found at its own expense.

The purchase of textbooks other than those approved by the Board of Education is not exempt from the Virginia Public Procurement Act.

ADOPTED: July 1, 1991

REVISED: July 1, 1998
March 10, 2009
September 4, 2014
April 12, 2016
October 11, 2022

LEGAL REFERENCES: Code of Virginia, 1950, as amended, §§ 22.1-238, 22.1-241.
8 VAC 20-720-170.

CROSS REFERENCES: DJF Purchasing Procedures
IIA Instructional Materials
KQ Commercial, Promotional, and Corporate Sponsorships and Partnerships

Guidelines for Local Textbook Approval

Approved by the Virginia Board of Education

September 22, 2011*

* Updated to comply with [SB4 \(2014\) Chapter 440 § 1](#) Uncodified Act of the General Assembly

Guidelines for Local Textbook Approval

Introduction

The Board of Education's authority for approving textbooks and other instructional materials is prescribed in the *Virginia Constitution* and in the *Code of Virginia*.

Virginia Constitution, Article VIII, § 5 (d)

It [the Board of Education] shall have authority to approve textbooks and instructional aids and materials for use in courses in the public schools of the Commonwealth.

Code of Virginia, § 22.1-238

- A. The Board of Education shall have the authority to approve textbooks suitable for use in the public schools and shall have authority to approve instructional aids and materials for use in the public schools. The Board shall publish a list of all approved textbooks on its website and shall list the publisher and the current lowest wholesale price of such textbooks.
- B. Any school board may use textbooks not approved by the Board provided the school board selects such books in accordance with regulations promulgated by the Board.
- C. For the purposes of this chapter, the term "textbooks" means print or electronic media for student use that serve as the primary curriculum basis for a grade-level subject or course.

SB4 (2014) Chapter 440 § 1 was passed as an Uncodified Act of the General Assembly Be it enacted by the General Assembly of Virginia:

1. § 1. That all textbooks approved by the Board of Education pursuant to § [22.1-238](#) of the Code of Virginia, when referring to the Sea of Japan, shall note that it is also referred to as the East Sea.
2. That the provisions of this act shall not affect any textbook approved by the Board of Education prior to July 1, 2014.

On March 24, 2011, the Virginia Board of Education adopted a revised state textbook review process that places primary responsibility on publishers to ensure the accuracy of their textbooks. Publishers must: 1) certify that textbooks they have submitted for review have been thoroughly examined for content accuracy; and 2) agree that if factual or editing errors are identified, the publisher will submit a corrective action plan to the Department of Education for review and approval by the Board of Education or by the superintendent of public instruction for plans not involving significant errors. A flow chart outlining the steps in Virginia's state textbook review process is provided in Appendix A. Further details about the Board of Education's textbook review process and the state forms that are used to submit textbooks for review are available on the Virginia Department of Education's Web site at http://www.doe.virginia.gov/instruction/textbooks/review_process/index.shtml

Definition of "Textbooks"

Section 22.1-238 of the *Code of Virginia* defines "textbooks" as "print or electronic media for student use that serve as the primary curriculum basis for a grade-level subject or course."

Selection of Textbooks by Local School Boards

The process used by local school boards to review and approve textbooks should be similar to that used by the Virginia Board of Education. A textbook that has been approved by the Board of Education has been reviewed using the steps outlined in Appendix A.

The *Code of Virginia* permits local school boards to use textbooks not approved by the Virginia Board of Education. If a local school board opts to use a textbook that has not been approved by the Board of Education, a local textbook review process should be conducted that includes components similar to the state level review. The textbook must be reviewed for correlation with the Standards of Learning for the particular subject area and for strengths and weaknesses in instructional planning and support. Further, the publisher of the textbook should certify the accuracy of the content of the textbook and sign an agreement to correct all factual and editing errors found in a textbook, at its expense. Additionally, the publisher should certify that the books meet other requirements of the *Code of Virginia* related to textbooks.

The publisher's submission forms approved by the Virginia Board of Education for the state textbook approval process are good models for the certification and agreement and embody the quality assurance protections created by the Board. If local boards opt to use the state-approved forms, they would benefit from these same protections. These forms are available electronically at http://www.doe.virginia.gov/instruction/textbooks/review_process/index.shtml. However, the local school board's attorney should also review and approve all certification and agreement forms used for this purpose at the local level.

Purchase of Textbooks by Local School Boards

Local school boards may purchase textbooks approved by the Board of Education directly from the publishers of the textbooks using either a contract or a purchase order, and these purchases are exempt from the *Virginia Public Procurement Act*. If a local school board wishes to purchase textbooks that have not been approved by the Board of Education, it must adhere to the requirements of the [*Virginia Public Procurement Act*](#). The local school board's attorney should review and approve all contracts developed for the purpose of purchasing textbooks.

Certification of Textbooks to the Virginia Department of Education

The school division superintendent and the chairperson of the local school board must certify annually to the Virginia Department of Education that:

1. All textbooks were selected and purchased in accordance with the Board's regulations; and
2. The price paid for each textbook did not exceed the lowest wholesale price at which the textbook involved in the contract was currently bid under contract in the United States, in accordance with § 22.1-241 of the *Code of Virginia*.

Additionally, the certification must include a list of all textbooks adopted by the local school board in the subject areas where the Board of Education approves textbooks.

Overview of Virginia's State Textbook Approval Process

Adopted by the Virginia Board of Education on March 24, 2011

