

## **TEXTBOOK SELECTION, ADOPTION AND PURCHASE**

The Regional 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 Regional School Board may also adopt books which are not on the state-adopted list in accordance with the Board of Education regulations.

### Textbooks Approved by the Board of Education

The Maggie L. Walker Governor's School Regional 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 textbook or textbooks 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 Regional School Board, the prices of textbooks named in the contract are reduced or the terms of the contract are made more favorable to 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 Regional School Board and give the Regional 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 Regional School Board shall order directly from the respective publishers the textbooks needed to supply the public schools in the school division. The publishers shall ship the textbooks to the Regional School Board. The purchase price of such textbooks shall be paid directly to the publishers by the Regional School Board.

### Locally-Approved Textbooks

In selecting textbooks that have not been approved by the Board of Education, the Regional School Board will

- approve evaluation committees to review and evaluate textbooks,
- give notice to parents that textbooks under consideration will be listed on the school's website and made available at designated locations for review by any interested citizens,
- create opportunities for persons reviewing such textbooks to present their comments and observations to the Regional School Board,
- create procedures to ensure appropriate consideration of citizen comments and observations and
- establish and make known selection criteria.

Adopted: May 15, 2014

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Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-238, 22.1-241.

Cross Refs.: TBD                      Purchasing Procedures  
                  Pol 3005                     Instructional Materials  
                  TBD                         Commercial, Promotional, and Corporate Sponsorships and  
   Partnerships