

Plano ISD

Textbook Adoption Process

HAVE QUESTIONS?

Please contact Susan Hayes at 469-752-8198 or by email at Susan.Hayes@pisd.edu

Teamwork for Excellence



PLANO
Independent School District

PLANO ISD'S TEXTBOOK ADOPTION PROCESS

The 1997 legislature removed all state guidelines for districts to use in adopting their textbooks. Plano ISD will continue to use the following process for our district to promote community and district input. This process involves establishing two textbook review committees and allowing the Plano community/parents to review and provide feedback for the textbooks up for adoption.

1. Parent Input

Parents may review the textbooks up for adoption in each subject area to determine if there is any material in the textbooks that their school/community might find objectionable. If a parent does find objectionable material in a textbook up for adoption, the parent may complete the Textbook Adoption Comment Form. [This form can be submitted electronically](#) or by submitting a hardcopy of the form. The form is given to the coordinator for that subject area to take to the committee considering that specific textbook up for adoption. The committee can make the decision whether or not to drop that textbook from consideration.

2. District Textbook Adoption Committee (This committee must be approved by the Board of Trustees.)

Teachers and administrators compose this committee. The coordinators and teachers on this committee are selected to represent the subject areas/grade levels of the textbooks up for adoption. The purpose of this committee is to review the recommendations of each subcommittee and to officially recommend a textbook to the Board of Trustees from each subject area in which there are textbooks up for adoption.

3. Textbook Subcommittees

Each coordinator, who has textbooks up for adoption, selects experienced teachers to thoroughly study all of the textbooks that the State Board of Education has approved and/or other open source materials for their subject area/course. Each coordinator serves as the chairperson of his/her subject area committee. Textbook Adoption Comment Forms collected from the parents or PTA council members are given to the subject area coordinator. The coordinator gives the forms to the committee to use in their recommendation process. The purpose of each subject area subcommittee is to recommend the textbook to the District Textbook Adoption Committee that they believe to be the best for the district's students.

4. Textbook Viewing by the Public

Individuals may review sample materials and provide input on materials being considered for adoption. The Health and Physical Education resources being reviewed and considered by the State Board of Education can be found using this link:

<http://tea4avcastro.tea.state.tx.us/imet/agreement.html>

To view samples of resources being considered by Plano ISD, please use the following link:

https://docs.google.com/spreadsheets/d/1TBmLoMH3H2VFW4FSeInHTvRnU_TBvdUSAw24B02x5vY/edit?usp=sharing

DISTRICT TEXTBOOK ADOPTION COMMITTEE, 2021-2022

- **Dr. Katrina Hasley**, Academic Services
- **Dr. Selenda Anderson**, Student Engagement and District Services
- **Molly Pipak**, Student Engagement and District Services
- **Ashley Helms**, Secondary Academic Services
- **Ashley Carter**, Secondary Academic Services
- **Jessi LaFlower**, Jasper High School
- **Micah Mashburn**, Otto Middle School
- **Ryan Henderson**, McMillen High School
- **Doug O'Bryant**, Renner Middle School
- **Julie Eiben**, Armstrong Middle School
- **Caitlin Carter**, Barron Elementary School
- **Tammy McCrary**, Wyatt Elementary School
- **Heather Morse**, Hedgcoxe Elementary School
- **Jennifer Kay**, Centennial Elementary School
- **Courtney Craven**, Dooley Elementary School
- **Cassandra Ray**, Carpenter Middle School
- **Bryan Kenney**, Plano East Senior High School
- **Bo Slaton**, Murphy Middle School
- **Benjamin Wood**, Plano East Senior High School
- **Elizabeth Carson**, Plano Senior High School
- **Susan Hayes**, Student Engagement and District Services

TEXTBOOKS UP FOR ADOPTION

For use in Schools in 2022 – 2023

Proclamation 2022

- Health
- Physical Education

The following course is not included in this Proclamation; however, a new resource is needed:

- AP Environmental Science



TEXTBOOK ADOPTION COMMENT FORM

Plano Independent School District

2700 West 15th Street, Plano, TX 75075

Name: _____

Address: _____

Phone: _____ Name of textbook reviewed _____

Publisher's Name: _____

Page #	Comments

[This form is also available electronically.](#) Your written comments will be sent to the appropriate textbook committee. Your comments need to be reported electronically or given to Susan Hayes on or before January 31, 2022. Thank you.

CONDENSED DISTRICT TEXTBOOK ADOPTION PROCESS

Date Activity

November 3, 2021:

Plano ISD Board of Trustees is asked to approve the recommended members for the District Textbook Adoption Committee for 2021 – 2022.

November 2021 - February 2022:

Subject area coordinators meet with their subject area textbook committees to review materials.

November 2021 - February 2022:

If needed, publishers make textbook presentations to the subject area committees.

December 1, 2021 - January 31, 2022:

Individuals may review sample materials and provide input on materials being considered for adoption. The Health and Physical Education resources being reviewed and considered by the State Board of Education can be found using this link: <http://tea4avcastro.tea.state.tx.us/imet/agreement.html>

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March 4, 2022:

All committee recommendations and forms for the textbooks up for adoption must be turned in to the Textbook Adoption Coordinator.

April 5, 2022:

Approval requested from the Plano ISD Board of Trustees for the 2022 – 2023 school year textbook recommendations from the District Textbook Adoption Committee.

April/May 2022:

The EMAT system opens and the textbook coordinator begins to place orders for the newly adopted textbooks based upon the district enrollment numbers plus a percentage for growth.

Summer 2022:

Newly adopted textbooks are sent by vendors to Plano ISD for distribution to the schools for students to begin use in the 2022-2023 school year.