



DATE: April 28, 2011
TO: BOARD OF EDUCATION
FROM: Lisa Wachtel, Executive Director, Curriculum & Assessment
RE: Instructional Materials Purchase Plan

1. Project Title: Literacy Instructional Materials Purchase Plan

2. Project Description: The Evaluation of Learning Materials (ELM) policy refers to the Board of Education Policy 3611. This is a process used to ensure that preK-12 curricular materials and learning opportunities are standards-based, high quality and equitable district-wide. Many initiatives are currently underway to strengthen our District's ability to provide all students with equitable access to research- and standards-based curricular materials and programs. In alignment with the Re-organization Plan, Strategic Plan, Equity Plan, REaL Grant, Information and Technology Plan and other systemic initiatives, a revised process for supporting curricular review, renewal and program evaluation was developed and approved by the Board of Education in 2010. The revised Curricular Review and Renewal Process includes changes in learning materials allocation, establishment of a curricular review and purchase cycle, and the initiation of program evaluation processes that will include all content areas over time.

2010-2011 was the first year of the Program Review Cycle, beginning with a comprehensive review of literacy. Recommendations include enhancement of instructional learning materials, in particular, reading instruction in 6th grade and improving equity in elementary books rooms. The Math Task Force Recommendations include consistent textbooks, focusing at high school. The Fine Arts Task Force recommendations include ensuring equity among learning opportunities in art and music K-12. All of these recommendations point to the need for increased budget to support instructional learning materials in our District's classrooms.

\$415,000 will be used to supplement core purchases to support the Literacy Evaluation Recommendations in Year 1 and Year 2. This funding will allow for full, K-12 district-wide implementation of literacy instructional materials across levels, including Dual Language Immersion and equity purchases to ensure all schools have core materials. A preliminary purchase plan by level is found below:

Elementary	Middle	High
Cost Estimate - \$100,000	Cost Estimate - \$157,500	Cost Estimate - \$157,500
<ul style="list-style-type: none"> • Continuum of Literacy Learning, K-8 (4-5) • Spelling and word work (4-5) • Assessment Resources • Units of Study for Teaching Reading (3-5) • Phonics/Word Study Center Pack (K-3) • Phonics/Word Study Additional Kits • Comprehension Toolkits (equity) • Lucy Calkins Writing (equity) • Leveled Literacy 	<ul style="list-style-type: none"> • Units of Study for Teaching Reading • Book Room development • Literacy Kits • Continuum of Literacy Learning • Student consumables for Read180 and System 44 	<ul style="list-style-type: none"> • Update and supplement current English department libraries • Purchase leveled text around identified English topics • Book Room development: high-interest books • Add to literacy centers: text books, writing books, etc. • Digital media: practice programs (speed

Interventions		reading, grammar tutorial, vocabulary development, etc)
• Book Room development (equity)		
		TOTAL \$415,000

3. Analysis: MMSD's learning materials budget ranks low compared to other Wisconsin districts of similar size. The current Instructional Learning Materials budget (e.g. ELM) to sustain current learning (e.g. consumables, replacement texts), improve equitable access (e.g. elementary bookrooms) and purchase new learning materials is ca. \$39/student. In a recent survey of surrounding districts, similar budgets ranged from:

• MMSD	24,628	\$959,865	\$39/student
• Green Bay	20,332	\$1,240,000	\$61/student
• Kenosha	22,933	\$1,168,000	\$51/student
• Racine	221,276	\$3,173,000	\$146/student
• Milwaukee	82,096	\$6-7 million	\$73-85/student

In order to work towards equitable access to high quality materials and sustain current, standards-based curricula, the funding for instructional learning materials must be increased.

The primary outcome of the increase in Instructional Learning Materials budget will enhance the District's ability to achieve minimal standards in all elementary literacy books rooms, purchase consumables annually, and support recommendations from Program Evaluations and Curricular Review and Renewal Cycles.

An excerpt from the MMSD Mission Statement states "challenging and supporting every student to achieve academic excellence". Although highly qualified teachers are the primary conduits for ensuring academic excellence, teachers and students require materials appropriate for the learning environment. Instructional learning materials (e.g. textbooks, workbooks, book rooms) are necessary to support high quality instruction in a rigorous, standards-based, culturally relevant and equitable learning environment.

4. **Applicable Board Policies:** The Evaluation of Learning Materials (ELM) policy refers to the Board of Education Policy 3611.
5. **Advertising/Notices/Invites:** NA. The Evaluation of Learning Materials review and selection process is/will be applied to all purchases.
6. **Vendors Receiving RFP:** NA. The Evaluation of Learning Materials review and selection process is/will be applied to all purchases.
7. **Bids Respondents:** NA.
8. **Estimate:** \$415,000
9. **Previous Fiscal Year Expenditures:** 2009-2010 ELM Purchases totaled \$959,865.
10. **Funding Source:** \$415,000 in local funds currently in contingency accounts (Fund 10) transferred to Curriculum and Assessment (Fund 10) to supplement the Instructional Learning Materials Budget (ELM).
11. **Project Schedule:** Reviews and purchases will be made to support the Literacy Evaluation Recommendations in Year 1 (2010-11) and Year 2 (2011-12).
12. **Contract Compliance:** NA.

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- 13. Recommendation:** It is recommended that the Board approve an increase to the Evaluation of Learning Materials budget in the amount of the \$415,000 to support the Year 1 and Year 2 instructional learning materials recommendations consistent with the Literacy Evaluation and Recommendations.

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