

**Waiver of Instructional Materials Inventory Requirement**  
**Board of Trustees Meeting**  
**May 12, 2020**

**SUMMARY:**

This item requests approval to apply for a waiver of the instructional materials inventory requirement due to COVID-19. Each year school districts, and charter schools are required to conduct an annual physical inventory of all currently adopted instructional materials that have been requisitioned by, and delivered to, the district and maintain results of the inventory in the district's files. This requested waiver will allow Denton ISD to waive this requirement for the 2019-2020 school year.

**BOARD GOALS:**

Domain 3 – **Growth & Management**

- demonstrate effective and efficient management of district resources
- provide leadership and/or oversight to ensure District meets all fiscal, legal and regulatory requirements.

**PREVIOUS BOARD ACTION:**

There has been no previous board action regarding this waiver.

**BACKGROUND INFORMATION:**

Under Texas Education Code §31.003 and 19 Texas Administrative Code §66.107(a) school districts and charter schools are required to conduct an annual physical inventory of all currently adopted instructional materials that have been requisitioned by, and delivered to, the district annually.

**SIGNIFICANT ISSUES:**

There are currently no significant issues.

**FISCAL IMPLICATIONS:**

There are currently no fiscal implications.

**BENEFIT OF ACTION:**

The completion and submission of this document will allow Denton ISD to delay or cancel the process of conducting a physical inventory of all currently adopted instructional materials.

**PROCEDURAL AND REPORTING IMPLICATIONS:**

When the waiver of the instructional materials inventory requirement form is approved by the board of trustees, it will be submitted to TEA. TEA's staff will then update EMAT to reflect the receipt of this waiver form.

**PUBLIC COMMENT RECEIVED:**

None

**ALTERNATIVES:**

No alternative actions are proposed.

**OTHER COMMENTS:**

No other comments.

**SUPERINTENDENT'S RECOMMENDATION:**

Please move forward with the approval for the waiver of the instructional materials inventory requirement due to circumstances related to COVID-19.

**STAFF PERSONS RESPONSIBLE:**

Angela M. Ricks, Director of Student Support Services

**ATTACHMENT:**

None

**APPROVAL:**

Signature of Staff Member Proposing Recommendation: Angela M. Ricks

Signature of Superintendent: \_\_\_\_\_

Comments: \_\_\_\_\_