

Certification of Provision of Instructional Materials Webinar

2025-2026



Notes on Artificial Intelligence (AI)

TEA's Executive Leadership team has asked us to **not allow** the use of Generative Artificial Intelligence, or "AI bots," on virtual calls and presentations.

We request anyone using such software to disable it now so we can continue.

We will circulate a PDF copy of these slides to the meeting host to distribute to attendees after the meeting.

Thank you!



Question & Answer (Q&A)

If you have questions during today's webinar, please submit them using the Q&A feature.



You will see replies in the Q&A window.

Presenter Introductions



Meghan Rios

Director of High-Quality Instructional
Materials Financial Sustainability



Alejandro Perez

EMAT Specialist




Frank Puente

Instructional Materials
Procurement Specialist

Agenda

1. Certification of Provision of Instructional Materials
Survey Overview
2. Timeline
3. Next Steps
4. Q&A



Certification of Provision of Instructional Material Overview

Certification of Provision of Instructional Materials

- Required document that indicates the instructional materials the district has adopted or plans to adopt will **cover 100% of the TEKS**
- Certify Compliance with **Children's Internet Protection**
- Assists the TEA in the gathering of the below data:
 - District involvement in managing **scope and sequence**
 - Publishers & products used as **full – subject** materials
 - Publishers & products used as **supplemental** materials
- Grade bands and subjects assessed:
 - RLA (English & Spanish)
 - Math
 - Social Studies
 - Science
- *Optional*: Instructional Materials Review and Approval (IMRA) Reports usage and assessment platform usage

Annual Certification Is Required by Statute

[Texas Education Code, §31.1011](#)

Local education agencies (LEAs) are required to certify annually to the State Board of Education (SBOE) and the Commissioner that students have access to instructional materials covering all Texas Essential Knowledge and Skills (TEKS) for all required subjects, except physical education.

[Protections against obscene or harmful content](#)

Additionally, LEAs are required to certify that they protect against access to obscene or harmful content in compliance with the requirements for certification under the (i) the Children's Internet Protection Act (Pub. L. No. 106-554); (ii) Section [28.0022](#); (iii) Section [43.22](#), Penal Code; and (iv) any other law or regulation that protects students from obscene or harmful content. The TEKS Certification 2024–25 Survey includes a section for LEAs to certify they meet this requirement.



Certification of Provision of Instructional Materials Form

- Printable, fillable hard copy of the survey to be completed offline and presented to the board of trustees or governing body for ratification and signatures.
- Developed for ease of completion and presentation

The image shows two pages of the TEKS Certification 2023-24 Form. The left page is the main survey form with sections for Survey Pre-Work, District Information, and various subject areas including Reading Language Arts, English Language Arts, Spanish, Mathematics, Social Studies, and Science. The right page is the signature page, titled 'Other Certified Subject Areas', which includes checkboxes for Career & Technical Education, Fine Arts, Health, Technology Applications, English Language Proficiency Standards, and Languages other than English. It also contains fields for District County Number, District Name, Date of Ratification, and signatures of the Board President and Board Secretary.

Images of the Certification of Provision of Instructional Materials 2024-2025 Form and final signature page.

Certification of Provision of Instructional Materials Survey

- Web-based application where LEAs will submit their responses, collected on the Certification of Provision of Instructional Materials Form
- Where LEAs will upload the signature page of the Form.
- Once completed, you will be able to download a PDF version of your completed survey.
- Whoever is listed as having completed the form will also receive an automatic email

The image shows two screenshots from the web-based application. The top screenshot is the '2023-2024 Allotment and TEKS Certification Form' with instructions for completion. The bottom screenshot is a 'Review Form' table with columns for 'Scope and Sequence', 'Use product specific scope and sequence', and 'Use district developed scope and sequence'. It includes a 'Yes/No' column and a 'I have reviewed' section with 'Yes' and 'No' buttons. Below the table, there is a section for selecting publisher products and a list of available materials like 'Amplify, Amplify Reading Tools' and 'Amplify, Texas Elementary Library Program'.

Images of the Certification of Provision of Instructional Materials 2024-2025 Survey.

Definitions

Full-subject materials:

Instructional material designed to, if implemented as designed, provide a student with mastery of the essential knowledge and skills for a certain subject and grade level without the need for supplementation.

Often referred to as Tier 1 or core materials.

Supplemental materials:

Instructional material designed to assist in the instruction of one or more of the essential knowledge and skills.

Often referred to as Tier 2 or Tier 3 materials.

2025-2026 Improvements

- Merged English Language Arts K-2 and 3-5
- Modification of the scope and sequence question
- Expanded [Instructional Materials Certification Resource List](#)
- Stand alone [Certification of Provision of Instructional Materials webpage](#)

SBOE-Approved Instructional Materials (IMRA)

Accelerate Learning; *STEMscopes Texas Math - Kindergarten (1 year online)*; ISBN 9798893538571

Accelerate Learning; *STEMscopes Texas Math - Grade 1 (1 year online)*; ISBN 9798893538588

Accelerate Learning; *STEMscopes Texas Math - Grade 2 (1 year online)*; ISBN 9798893538595

Accelerate Learning; *STEMscopes Texas Math - Grade 3 (1 year online)*; ISBN 9798893538601

Accelerate Learning; *STEMscopes Texas Math - Grade 4 (1 year online)*; ISBN 9798893538618

Accelerate Learning; *STEMscopes Texas Math - Grade 5 (1 year online)*; ISBN 9798893538625


[Expanded Instructional Materials
Certification Resource List](#)

Additional Supports



All instructional materials listed on the survey can be found on the [Instructional Materials Certification Resource List](#)



To facilitate completion of this year's submission, LEAs may request a copy of their previous year's submission by submitting a [Help Desk Ticket](#).

Sequence of Steps

1

Gather information:

Print or download fillable form and fill it out based on materials used.

3

Signatures:

Board President and Secretary or governing board officer sign the ratified version.

5

Gain access to EMAT:

EMAT is expected to reopen May 15, 2025.

2

Obtain local board certification:

Present completed survey to your board of trustees or governing body to ratify the survey responses in an open, public-noticed meeting.

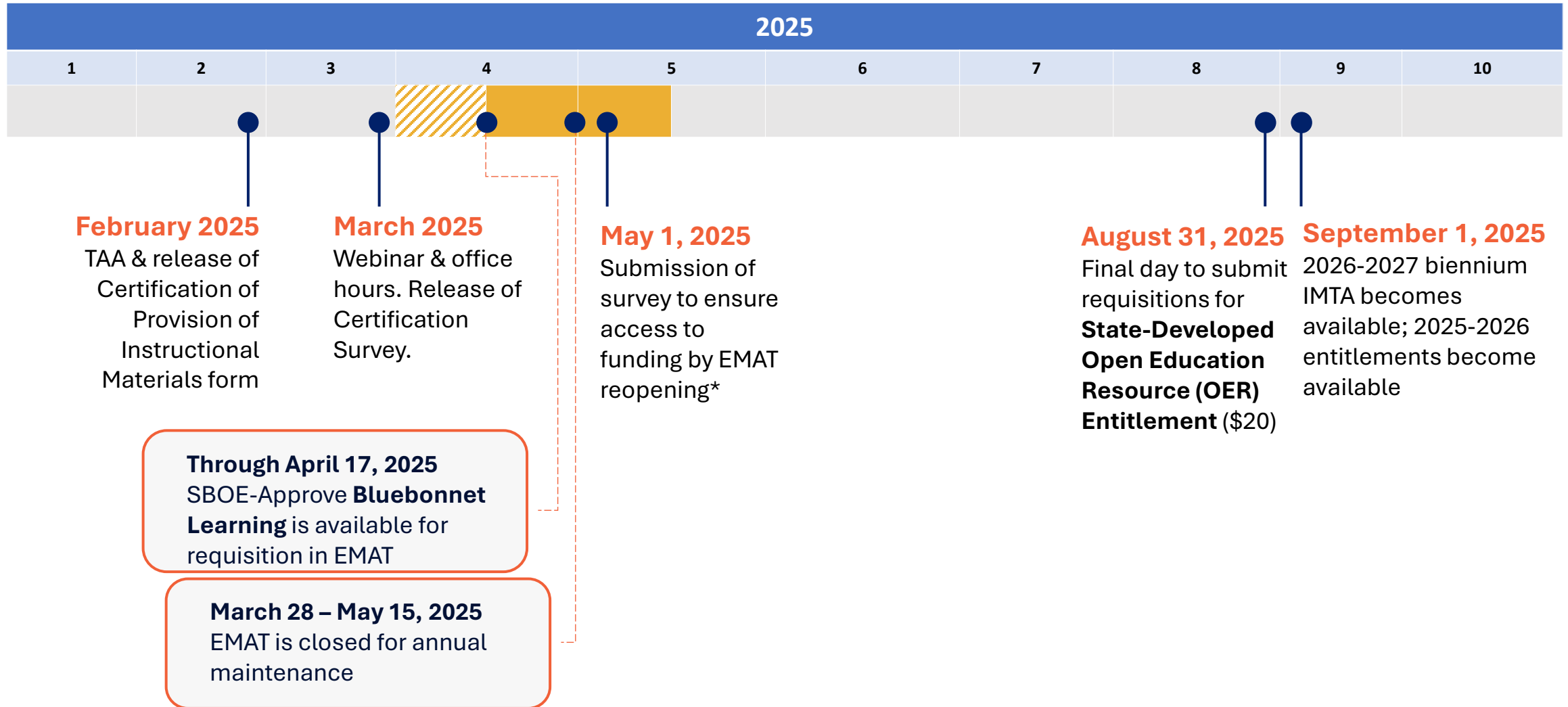
4

Complete Qualtrics survey:

Transfer the data from the fillable form to Qualtrics Survey.

Upload signed ratification form.

Certification of Provision of Instructional Materials & EMAT Access Timeline



*Accessible Instructional Material Requisitions available regardless of survey submission status



Additional Information

Accessible Instructional Materials (AIM) Ordering

Accessible formats of state-adopted or **SBOE-approved instructional materials** are provided to eligible students at no cost to the LEA.

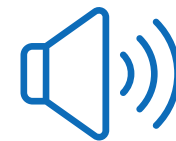
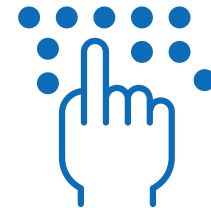
Accessible formats available to order in EMAT include:

- Large Print
- Braille
- Audio

To ensure on-time delivery, AIM materials should be ordered soon:

- Order braille materials by **May or early June**
- Order large-print and audio materials **by mid-July**

Learn more about accessible instructional materials on the [AIM web page](#).



Disbursement and Requisition Review Timelines

- The TEA's EMAT team *manually* reviews all allotment requests to ensure accurate completion of all required fields.
- Requests are reviewed in the order they are submitted
- **LEA's requisition/disbursement requests have historically peaked in the months of June - August**
- During peak season, please expect the following timelines for allotment request approvals:
 - Requisitions: up to **5 business days** from the day of submission (can possibly take longer if there is a need for additional information or clarification)
 - Disbursements: up to **20 business days** from the date of submission (can possibly take longer if there is a need for additional information or clarification)



Closing and Next Steps

Optional Office Hours



March 31st
registration link



April 3rd
registration link

- Monday, March 31st at 11:00 a.m. CDT
[Register on Zoom](#)
- Thursday, April 3rd, at 11:00 a.m. CDT
[Register on Zoom](#)

Alternatively, you can submit a [Help Desk ticket](#)

Next Steps

- Gather information so that you can complete the [Certification Form](#)
- Register and prepare your questions for office hours
- Obtain local board approval
- Complete Certification Survey with your attached approved and signed form

TEA recommends that LEAs complete these steps by May 1, 2025, so you can be prepared to re-access your instructional materials funding in EMAT May 15th.



Exit Ticket

Please take a moment to complete our exit ticket:
<https://app.smartsheet.com/b/form/6d3e1908429d44109f544ff809f1551a>



Thank You!



APPENDIX

Helpful Links

- [Link to Certification of provision of instructional materials web page](#)
- Link to Certification of Provision of Instructional Materials Survey – available by end of week
- [Link to download the TEKS Certification Form](#)
- [Link to Help Desk ticket](#)
- [Link to register for office hours on Monday, March 31st at 11:00 a.m. CDT](#)
- [Link to register for office hours on Thursday, April 3rd, at 11:00 a.m. CDT](#)
- [Link to HB 1605 webpage](#)
- [Link to EMAT Overview and Training](#)
- [Link to HB 1605 webinar series \(including Instructional Materials Funding Webinar\)](#)