

Instructional Materials Guidance

1. What do we do if we were not able to complete the annual physical inventory of currently adopted instructional materials before school buildings were closed for the year?

School districts and open-enrollment 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. If a district or charter school did not complete the inventory before school buildings were closed, the school district or charter should request a waiver of the requirement from the Commissioner.

Steps for submitting a waiver request to the Commissioner can be found on **the Instructions for Submitting Instructional Materials Inventory Requirement Waiver** document under Additional Guidance and Resources on the [COVID-19 Support: District Waivers, Finance & Grants](#) page.

2. EMAT has been closed since April 1 for SY 2019-2020. It will reopen in May for SY 2020-2021 purchases. When EMAT reopens, can we purchase workbooks and student printed materials for use during the remainder of the 2019-2020 school year?

A district may continue to use its available IMA funds for purchase of instructional materials to be used during the remainder of the 2019-2020 school year. When EMAT reopens, districts will have the ability to begin purchasing materials for the 2020-2021 school year, but this does not limit or prohibit a district's ability to use IMA funds to meet needs for the current school year.

3. Do we use EMAT to order Texas Home Learning resources?

No. Review the [Texas Home Learning Deep Dive Webinar Presentation](#) for instructions on how to order Texas Home Learning materials.

4. Do we follow the same timeline for ordering instructional materials in EMAT as we do every year? Has there been a change?

Yes. Districts should plan to follow the same timeline as usual. There is no change to the ordering process. EMAT will reopen in May as it does every year. The reopening may be slightly delayed due to the current COVID-19 situation, but it shouldn't be a significant delay.