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January 3, 2006

MEMORANDUM

TO: Publishers of Instructional Materials

FROM: John L. Winn, Commissioner
Cheri Pierson Yecke, K-12 Chancellor

SUBJECT: Announcement of the 2006-2007 Instructional Materials Adoption

The Florida Department of Education has announced its plans for the 2006-2007 instructional materials adoption and is calling for bids in the following subject areas:

- K-12 Health Education/Physical Education
- 6-12 Health Science Education
- 6-12 Technology Education
- 6-12 Computer Education/Business Technology Education
- 6-12 Family and Consumer Sciences
- 9-12 Industrial Education
- K-12 Visual Arts
- K-12 World Languages

Bids must be filed in the Instructional Materials Office of the Florida Department of Education no later than 5:00 p.m. (EDT), May 1, 2006. Resulting contracts shall be for a six-year period effective April 1, 2007.

The Florida adoption is limited to instructional materials that meet the definition of “major tool” and accompanying “ancillary materials” as follows:

Major Tool - The primary material for assisting in the instruction of a subject or course. Major tools may be available in bound, unbound, kit, or package form and may consist of hardbacked or softbacked textbooks, consumables, learning laboratories, manipulatives, electronic media, and computer courseware or software. The term does not include electronic or computer hardware even if such hardware is bundled with software or other electronic media. Teacher's editions of student materials, when provided at no charge with the purchase of the student editions, may be considered for adoption and are usually considered part of the major tool.

Ancillary Materials - Supporting materials designed to accompany the major tool (examples: workbooks, tests, duplicating masters, computer software, videodiscs, and CD-ROMs). Items such as teacher's manuals or guides, answer keys, teacher's resource binders (or equivalent), and staff development or in-service materials are not eligible for purchase but may be offered free in a ratio with the purchase of student materials.

Supplementary materials, equipment, and supplies are not eligible for adoption. Supplementary materials are defined as supporting materials that are not designed to accompany a particular major tool. Such materials may include, but are not limited to, items such as computer software, maps, globes, testing programs, drill and practice materials, or materials that address a small percentage of intended outcomes or objectives of a subject or course. Supplementary materials, as defined here, generally may be used with any publisher's primary materials (major tool).

To obtain information regarding bidding requirements and procedures, please visit the Instructional Materials webpage, <http://www.firn.edu/doe/instmat/home0015.htm>, or contact:

Diane Vaccari
Florida Department of Education
Room 444, Turlington Building
325 West Gaines Street
Tallahassee, Florida 32399-0400

Questions related to this announcement may be directed to the Instructional Materials Office at (850) 245-0425.

JW/CY/dv