

# TEMPLE INDEPENDENT SCHOOL DISTRICT

Purchasing Department

4111 Lark Trail • Temple, Texas 76504

## REQUEST FOR BOARD OF TRUSTEES APPROVAL

### Disposal of Discontinued Curriculum Materials

<b>Date Submitted:</b>	June 8, 2026
<b>Submitted By:</b>	Purchasing Department
<b>Submitted To:</b>	Temple ISD Board of Trustees
<b>Action Requested:</b>	Approval to Dispose of Discontinued Curriculum Materials
<b>Fiscal Year:</b>	All school years up to and including 2026/2027

### I. PURPOSE

The Temple ISD Purchasing Department respectfully requests approval from the Board of Trustees to dispose of discontinued curriculum materials that are no longer aligned with the District's current adopted instructional resources. The disposal of these materials is necessary to maintain organized, compliant, and efficient instructional environments across all campuses.

### II. BACKGROUND

Temple ISD regularly reviews and updates its instructional curriculum to ensure alignment with Texas Essential Knowledge and Skills (TEKS) and to meet the evolving academic needs of its student population. As part of this ongoing process, certain curriculum materials have been identified as discontinued, outdated, or superseded by newly adopted resources during the 2025/2026 school year and prior adoption cycles.

These materials include, but are not limited to, textbooks, workbooks, teacher editions, supplemental printed materials, and related instructional resources that are no longer in active use and have no projected future instructional value to the District.

### III. APPLICABLE LEGAL AUTHORITY

The disposal of discontinued curriculum and surplus instructional materials is governed by the following Texas Education Agency (TEA) statutes and rules:

Authority / Code	Description
<b>Texas Education Code §31.103</b>	Authorizes school districts to loan, transfer, or otherwise dispose of instructional materials that are no longer needed for instructional purposes, subject to board approval.
<b>Texas Education Code §31.104</b>	Governs district responsibilities related to the management and stewardship of state-adopted instructional materials, including accounting for and reporting of surplus or discontinued materials.

<b>Texas Education Code §44.040</b>	Requires board of trustees approval prior to the disposal of district property, including surplus or obsolete instructional materials, and establishes the process for sale, donation, or destruction of such property.
<b>19 TAC §66.66</b>	Texas Administrative Code rule governing the disposition of instructional materials by school districts, including procedures for returning, redistributing, or disposing of state-provided or district-purchased curriculum materials.
<b>TASB Policy CH (LOCAL)</b>	Temple ISD local policy governing the purchasing and disposal of district property, requiring documentation and board authorization for the disposition of surplus instructional assets.

#### **IV. PROPOSED DISPOSAL METHODS**

The Purchasing Department recommends the following disposal methods, consistent with applicable law and district policy, to be approved at the Board's discretion:

1. Donation – Materials in usable condition may be donated to other Texas public school districts, charter schools, non-profit organizations, or community literacy programs.
2. Sale / Surplus Auction – Materials with residual market value may be offered for sale through a public surplus process in compliance with TEC §44.040.
3. Recycling / Destruction – Materials with no educational or monetary value that cannot be donated or sold shall be responsibly recycled or destroyed.

#### **V. FISCAL IMPACT**

Any proceeds generated from the sale of surplus instructional materials will be deposited into the appropriate district fund in accordance with applicable accounting standards. Donation of materials carries no direct fiscal cost to the District. Disposal by recycling or destruction will incur minimal administrative costs, which will be absorbed within the existing Purchasing Department budget.

#### **VI. RECOMMENDATION**

The Temple ISD Purchasing Department respectfully recommends that the Board of Trustees authorize the disposal of discontinued curriculum materials for the 2026/2027 school year in accordance with Texas Education Code §§31.103, 31.104, and 44.040; 19 TAC §66.66; and applicable TASB local policy. The Purchasing Department will maintain complete records of all disposed materials and methods of disposal as required by law.

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#### **BOARD OF TRUSTEES ACTION**

Approved     Approved with Conditions     Denied     Tabled

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Board President Signature

Date

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Board Secretary / Minutes Reference