

COLLEGE STATION I.S.D.  
9304 Rock Prairie Rd., College Station, TX. 77845  
(979) 764-5408

**PURCHASING OFFICE**

**INTER-DEPARTMENTAL MEMO**

TO: Mike Martindale  
SUBJECT: Instructional Material Disposal  
DATE: February 21, 2020

**Background Information:**

CMD(LLEGAL) CSISD Board policy states the Board shall determine how the district will dispose of discontinued printed instructional materials by either sale or disposal.

Example of such items includes:

- Out of adoption textbooks and workbooks
- Other out-of-date instructional materials

In the past, out-of-adoption materials were picked up by publishers and were donated or recycled at the cost of the publisher.

Due to the lowered recycling price for paper the publishers have determined it is cost prohibitive for them to pickup the instructional materials and pay the shipping costs.

We currently have approximately 130 pallets of out-of-adoption instructional materials due to the 2019 Proclamation (state adoption) for K-8 English, Reading, and Writing materials. See the attached list of book titles an approximate count on hand.

The District has contacted a local recycler who has agreed to take all the pallets at no cost to the district, other than our time and fuel to transport them to the recycling station.

One other option we discussed was to make the instructional materials available to the public first for two weeks and recycle and/or dispose of any remaining materials.

**Administrative Consideration:**

The District intends to use local vendors to recycle out-of-date instructional materials currently stored in the Warehouse. This recommendation excludes any materials that are currently adopted. No currently adopted materials by the State Board of Education will be disposed of through this recommendation.

**Recommendation:**

It is recommended that the CSISD Board of Trustees approve that the district recycle the identified out of adoption instructional materials, effective through August 31, 2021.



Carmella Shafer, Director of Purchasing

## College Station ISD

## Textbook Basic Report

Wednesday, April 10, 2019

Filter Summary: Material Type Equals 'Out of Adoption'

ISBN	Title	Publisher	Inventory	Storage
9780021024650	TX Treasure Chest Grade K TE	School Education Group/ McGraw Hill	9	0
9780021024667	TX Treasure Chest Gr. 1 TE	School Education Group/ McGraw Hill	9	1
9780021024674	TX Treasure Chest Grade 2 TE	School Education Group/ McGraw Hill	10	0
9780021024681	TX Treasure Chest Grade 3 TE	School Education Group/ McGraw Hill	9	0
9780021024698	TX Treasure Chest Grade 4 TE	School Education Group/ McGraw Hill	9	0
9780021024704	TX Treasure Chest Grade 5 TE	School Education Group/ McGraw Hill	3	0
9780021026876	TX Treasure Chest Gr. K	School Education Group/ McGraw Hill	52	19
9780021026883	TX Treasure Chest Grade 1 Beginning	School Education Group/ McGraw Hill	34	1
9780021026890	TX Treasure Chest Grade 2 Beginning	School Education Group/ McGraw Hill	30	0
9780021026906	TX Treasure Chest Grade 3 Beginning	School Education Group/ McGraw Hill	22	0
9780021026913	TX Treasure Chest Grade 4 Beginning	School Education Group/ McGraw Hill	21	0
9780021026920	TX Treasure Chest Grade 5 Beginning	School Education Group/ McGraw Hill	37	0
9780021028573	TX Treasure Chest Gr. 1 Intermediate	School Education Group/ McGraw Hill	21	0
9780021028580	TX Treasure Chest Grade 1 Advanced/High	School Education Group/ McGraw Hill	13	4
9780021028597	TX Treasure Chest Grade 2 Intermediate	School Education Group/ McGraw Hill	23	0
9780021028603	TX Treasure Chest Grade 2 Advanced/High	School Education Group/ McGraw Hill	17	0
9780021028610	TX Treasure Chest Grade 3 Intermediate	School Education Group/ McGraw Hill	17	0
9780021028627	TX Treasure Chest Grade 3 Advanced/High	School Education Group/ McGraw Hill	16	2
9780021028634	TX Treasure Chest Grade 4 Intermediate	School Education Group/ McGraw Hill	16	0
9780021028641	TX Treasure Chest Grade 4 Advanced/High	School Education Group/ McGraw Hill	14	0
9780021028658	TX Treasure Chest Grade 5 Intermediate	School Education Group/ McGraw Hill	37	0
9780021028665	TX Treasure Chest Grade 5 Advanced/High	School Education Group/ McGraw Hill	20	0
9780078932380	Texas Treasures Gr 6 Literature	Glencoe/McGraw-Hill, a division of The McGraw- Hill	1032	15
9780078932397	Texas Treasures Gr 7 Literature	Glencoe/McGraw-Hill, a division of The McGraw- Hill	774	241
9780078932403	Texas Treasures Gr 8 Literature	Glencoe/McGraw-Hill, a division of The McGraw- Hill	781	285
9780078932458	Glencoe Literature Tx.Treasures Gr.6,TE	Glencoe/McGraw-Hill Division	19	0
9780078932465	Glencoe Literature Tx.Treasures Gr.7,TE	Glencoe/McGraw-Hill Division	16	0
9780078932472	Glencoe Literature Tx.Treasures Gr.8,TE	Glencoe/McGraw-Hill Division	20	0
9780328498277	Scott Foresman Reading Street-Tx.Gr.5,TE	Scott Foresman	13	3
9780328498338	Scott Foresman Reading Street - Texas (Grade 5)	Pearson Education, Inc., publishing as Scott Fores	837	23

ISBN	Title	Publisher	Inventory	Storage
9780547178424	Journeys Leveled Readers: Below Level Gr. 1	Houghton Mifflin Harcourt School Publishers	5	0
9780547178592	Texas Journeys Leveled Readers Above Level Gr.K	Houghton Mifflin Harcourt Publishing Company	2	0
9780547178646	Texas Journeys Leveled Readers Below- Level Grade K.	Houghton Mifflin Harcourt Publishing Company	3	0
9780547178677	Journeys Leveled Readers: ELL Strand Gr.1	Houghton Mifflin Harcourt Publishing Company	2	0
9780547178790	Journeys Leveled Readers: On Level Gr.1	Houghton Mifflin Harcourt Publishing	5	0
9780547178837	Texas Journeys Leveled Readers On Level Gr. K.	Houghton Mifflin Harcourt Publishing	3	0
9780547241371	Texas Journeys Gr.3,TE	Houghton Mifflin Company	9	1
9780547241425	Texas Journeys Gr.4,TE	Houghton Mifflin Company	9	1
9780547241432	Texas Journeys Gr.K, TE	Houghton Mifflin Company	8	1
9780547241487	Texas Journeys Gr.2,TE	Houghton Mifflin Company	9	1
9780547241494	Texas Journeys Gr.1,TE	Houghton Mifflin Company	9	2
9780547243498	Texas Senderos Gr.K,TE	Houghton Mifflin Company	4	2
9780547243542	Texas Senderos Gr.1,TE	Houghton Mifflin Company	5	3
9780547243573	Texas Senderos Gr.2,TE	Houghton Mifflin Company	4	2
9780547243696	Texas Senderos Gr.3,TE	Houghton Mifflin Company	4	2
9780547243733	Texas Senderos Gr.4,TE	Houghton Mifflin Company	3	1
9780547243764	Texas Senderos Gr.5,TE	Houghton Mifflin Company	2	0
9780547246420	Journeys Practice Book Gr.4	Houghton Mifflin Harcourt Publishing	200	0
9780547249445	Journeys Practice Book Gr.3	Houghton Mifflin Harcourt Publishing	200	0
9780547249933	Texas Senderos (Grade K)	Houghton Mifflin Harcourt Publishing Company	100	40
9780547249940	Texas Senderos (Grade 1)	Houghton Mifflin Harcourt Publishing Company	98	42
9780547249957	Texas Senderos (Grade 2)	Houghton Mifflin Harcourt Publishing Company	94	0
9780547249964	Texas Senderos (Grade 3)	Houghton Mifflin Harcourt Publishing Company	90	36
9780547249971	Texas Senderos (Grade 4)	Houghton Mifflin Harcourt Publishing Company	86	49
9780547249988	Texas Senderos (Grade 5)	Houghton Mifflin Harcourt Publishing Company	66	6
9780547250137	Texas Journeys (Grade 3)	Houghton Mifflin Harcourt Publishing Company	803	51
9780547250144	Texas Journeys (Grade K)	Houghton Mifflin Harcourt Publishing Company	873	68
9780547250168	Texas Journeys (Grade 1)	Houghton Mifflin Harcourt Publishing Company	897	90

ISBN	Title	Publisher	Inventory	Storage
9780547250199	Texas Journeys (Grade 4)	Houghton Mifflin Harcourt Publishing Company	866	41
9780547250212	Texas Journeys (Grade 2)	Houghton Mifflin Harcourt Publishing Company	908	115
9780547257716	Senders Practice Book Gr.4	Houghton Mifflin Harcourt Publishing	91	0
9780547257860	Senders Practice Book Gr.3	Houghton Mifflin Harcourt Publishing	90	0
9780547271941	Journeys Practice Book Teacher Annotated Edition Gr. 4	Houghton Mifflin Harcourt Publishing	1	0
9780547312668	Journeys Leveled Readers: Above Level Gr.1	Houghton Mifflin Harcourt Publishing	5	0
9780547312682	Journeys Leveled Readers: Above Level Gr.2	Houghton Mifflin Harcourt Publishing	3	0
9780547312699	Journeys Leveled Readers: ELL Strand Gr.2	Houghton Mifflin Harcourt Publishing Company	1	0
9780547312705	Journeys Leveled Readers: Below Level Gr.2	Houghton Mifflin Harcourt Publishing Company	3	0
9780547312750	Journeys Leveled Readers: On Level Gr.2	Houghton Mifflin Harcourt Publishing	3	0
9780547312781	Texas Journeys Leveled Readers Above Level Gr. 4	Houghton Mifflin Harcourt Publishing Company	3	0
9780547312804	Texas Journeys Leveled Readers Above Level Gr. 3	Houghton Mifflin Harcourt Publishing Company	3	0
9780547312811	Journeys Leveled Readers: Vocabulary Readers Gr.2	Houghton Mifflin Harcourt Publishing	1	0
9780547312828	Texas Journeys Leveled Readers On Level Gr. 3	Houghton Mifflin Harcourt Publishing Company	3	0
9780547312835	Journeys Leveled Readers: Vocabulary Readers Gr.1	Houghton Mifflin Harcourt Publishing	2	0
9780547312842	Texas Journeys Leveled Readers Below Level Gr. 3	Houghton Mifflin Harcourt Publishing Company	3	0
9780547312859	Texas Journeys Leveled Readers On Level Gr. 4	Houghton Mifflin Harcourt Publishing Company	3	0
9780547312903	Texas Journeys Leveled Readers Below Level Gr. 4	Houghton Mifflin Harcourt Publishing Company	3	0
9780547394770	Write Source Teacher Ed.TX Gr.7	Houghton Mifflin Harcourt Publishing	2	2
9780547394794	Write Source Teacher Ed TX Gr.8	Houghton Mifflin Harcourt Publishing	2	2
9780547415680	Texas Write Source Spanish Gr.2	Great Source/ HMH	30	0
9780547438023	Texas Write Source Gr.2	Great Source/ HMH	291	10
9780547438030	Texas Write Source Gr.3	Great Source/ HMH	285	2
9780547438047	Texas Write Source TE Grade 2	Great Source/ HMH	48	1
9780547438054	Texas Write Source Gr.4	Great Source/ HMH	269	0
9780547438061	Texas Write Source Gr.5	Great Source/ HMH	369	161
9780547438085	Texas Write Source TE Grade 3	Great Source/ HMH	47	1
9780547438092	Texas Write Source Gr.7	Great Source/ HMH	289	113
9780547438108	Texas Write Source TE Gr.4	Great Source/ HMH	42	0
9780547438115	Texas Write Source Gr.8	Great Source/ HMH	285	127
9780547438122	Texas Write Source TE Gr.5	Great Source/ HMH	13	1

ISBN	Title	Publisher	Inventory	Storage
9780547438160	Texas Write Source TE Gr.7	Great Source/ HMH	11	0
9780547438184	Texas Write Source Spanish Gr.3	Great Source/ HMH	30	0
9780547438191	Texas Write Source TE Gr.8	Great Source/ HMH	12	0
9780547438221	Texas Write Source Spanish Gr.4	Great Source/ HMH	60	0
9780547438245	Texas Write Source Spanish Gr.5	Great Source/ HMH	6	6
9780547438542	Texas Write Source TE Spanish Gr. 3	Great Source/ HMH	5	0
9780547438566	Texas Write Source Spanish TE Gr.4	Great Source/ HMH	6	1
9780547438580	Texas Write Source Spanish TE Gr.5	Great Source/ HMH	1	1
9780547438696	Texas Write Source Spanish TE Gr.2	Great Source/ HMH	5	0
9781111211073-6	Milestones Introductory TE Grade 6	Cengage Learning Inc/ Heinle	3	0
9781111211073-7	Milestones Introductory TE, Grade 7	Cengage Learning Inc/ Heinle	3	0
9781111211073-8	Milestones Introductory TE Grade 8	Cengage Learning Inc/ Heinle	3	0
9781111211080-6	Milestones A TE Grade 6	Cengage Learning Inc/ Heinle	3	0
9781111211080-7	Milestones A TE Grade 7	Cengage Learning Inc/ Heinle	3	0
9781111211080-8	Milestones A TE Grade 8	Cengage Learning Inc/ Heinle	2	0
9781111211097-6	Milestones B TE Grade 6	Cengage Learning Inc/ Heinle	0	0
9781111211097-7	Milestones B TE Grade 7	Cengage Learning Inc/ Heinle	3	0
9781111211097-8	Milestones B TE Grade 8	Cengage Learning Inc/ Heinle	2	0
9781111211103-6	Milestones C TE Gr.6	Cengage Learning Inc/ Heinle	0	0
9781111211103-7	Milestones C TE Grade 7	Cengage Learning Inc/ Heinle	0	0
9781111211103-8	Milestones C TE Grade 8	Cengage Learning Inc/ Heinle	0	0
9781111213053-6	Milestones Introductory Gr.6	Cengage Learning Inc/ Heinle	43	0
9781111213053-7	Milestones Introductory Grade 7	Cengage Learning Inc/ Heinle	26	9
9781111213053-8	Milestones Introductory Grade 8	Cengage Learning Inc/ Heinle	25	0
9781111213060-6	Milestones A Grade 6	Cengage Learning Inc/ Heinle	21	0
9781111213060-7	Milestones A Grade 7	Cengage Learning Inc/ Heinle	30	1
9781111213060-8	Milestones A Grade 8	Cengage Learning Inc/ Heinle	28	0
9781111213077-6	Milestones B Grade 6	Cengage Learning Inc/ Heinle	0	0
9781111213077-7	Milestones B Grade 7	Cengage Learning Inc/ Heinle	24	1
9781111213077-8	Milestones B Grade 8	Cengage Learning Inc/ Heinle	25	0
9781111213084-6	Milestones C Grade 6	Cengage Learning Inc/ Heinle	0	0
9781111213084-7	Milestones C Grade 7	Cengage Learning Inc/ Heinle	0	0
9781111213084-8	Milestones C Grade 8	Cengage Learning Inc/ Heinle	0	0
9781328920478	Write Source TX Skills Book Bundle Gr. 3	Houghton Mifflin Harcourt Publishing	145	0
9781328920485	Write Source Skills Book bundle Gr. 4	Houghton Mifflin Harcourt Publishing Company	135	0
9781328920799	Write Source TX Skills book 2yr print	Houghton Mifflin Company	45	0

ISBN	Title	Publisher	Inventory	Storage
9781328920805	Write Source TX Skills Book 2yr print	Houghton Mifflin Harcourt Publishing Company	45	0
9781328921154	Write Source Spanish Skills Book Bundle Gr. 3	Houghton Mifflin Harcourt Publishing	42	0
9781328921161	Write Source Spanish Skills Book Bundle Gr. 4	Houghton Mifflin Harcourt Publishing	28	0
9781328921192	Write Source Spanish TX Skills Book 2yr Print	Houghton Mifflin Harcourt Publishing Company	40	0
9781328921208	Write Source Spanish TX Skills Book 2yr print	Houghton Mifflin Harcourt Publishing	35	0
9781615635702	Writing with Power 6 Texas	Perfection Learning Corp.	840	24
9781615635719	Writing with Power 6 Texas TE	Perfection Learning Corp.	19	0
9781891627651	Handwriting Without Tears-Intermediate Printing Kit D TE Grade 1	Learning Without Tears	73	17
9781891627682	Handwriting Without Tears-Advanced Printing Kit D TE Grade 2	Learning Without Tears	83	22
9781891627712	Handwriting Without Tears-Beginning Cursive Kit D TE Grade 3	Learning Without Tears	82	20
9781934825013	Handwriting Without Tears Kindergarten Teacher's Kit Texas	Learning Without Tears	44	28
9781934825198	Handwriting Without Tears-Intermediate Printing Kit D Grade 1	Learning Without Tears	1200	50
9781934825235	Handwriting Without Tears-Advanced Printing Kit D Grade 2	Learning Without Tears	1178	57
9781934825341	Handwriting Without Tears Beginning Print Kit - TX Kinder	Learning Without Tears	1100	13
9781934825358	Handwriting Without Tears-Beginning Cursive Kit D Grade 3	Learning Without Tears	1373	0
9781934825464	Handwriting Without Tears Spanish Beginning Print Kit Kinder	Learning Without Tears	50	1
Totals			18,425	1,819