

SCHOOL ALLOCATION MEMORANDUM NO. 75, FY 12

DATE: November 22, 2011 – Revised December 2, 2011

TO: Community Superintendents
High School Superintendents
Children First Networks
School Principals

FROM: Michael Tragale, Chief Financial Officer

SUBJECT: New York State Textbook Allocation – Part II

The distribution of New York State Textbook funds is a two-part allocation. Part I, presented in the New York State Textbook Law, Library, Computer Software and Hardware Funds School Allocation Memorandum (**SAM # 10**) allocated to each school 40% of their maximum entitlement to Textbook funds for the 2011-12 fiscal year. Part II, addressed by the current allocation memorandum, provides the NYSTL entitlement remaining after schools have placed their Core Curriculum orders. Schools receiving Part II allocations include those that:

- Possess an exemption, waiver or pass from previous years and did not place an order for curriculum materials for the 2011-12 school year, or
- Possess a waiver from the Division of School Support and Instruction office and did not place an order for the 2011-12 school year, or
- Possess a waiver from participation in the new Social Studies Core Curriculum, or
- Have funds remaining from the 60% initially set aside after the cost of their Core Curriculum order was calculated.

The Core Curriculum orders used to calculate the return of dollars include order batches referenced from “JA” to “JG” during the time span of 4/4/11 through 09/07/11. The return is zero if the cost of NYSTL eligible portion of a school’s Core Curriculum order exceeded the 60% of the NYSTL set aside.

Please be reminded that for FY12 NYSTL Textbook, Hardware and Software funds can be used interchangeably. Although the distinct allocation categories are being maintained in Galaxy in the initial allocation, schools will be able to modify the auto-scheduled items in these allocation categories into any of the other interchangeable NYSTL titles.

Cost Factor Update

In addition to the changes in state education law that allowed NYSTL Hardware, Software and Equipment funds to be used interchangeably, NYSTL Hardware, Software and Equipment can be utilized to purchase library books. Therefore, the library books title has been added to the cost factor schedules of these allocation categories in Galaxy. However, NYSTL Library Books funds can only be used to purchase library books, so no change has been made to that cost factor schedule.

Schools with any questions regarding this adjustment can contact the Core Curriculum Response Team at **718-935-3334**, or email curriculum@schools.nyc.gov. Please note: If a school returns Core

Curriculum materials, they should contact the Response Team to determine if they are eligible for a NYSTL allocation adjustment.

NYS Textbook Part II allotments are listed on the attached table. Allocations have been placed in the “[TL NYSTL TEXTBOOKS](#)”, “[TL NYSTL TEXTBOOKS HS](#)”, or “[TL NYSTL TEXTBOOKS CW](#)” allocation category and auto scheduled in the title “Textbooks.”

[Click here to download a copy of the School Allocation Memorandum.](#)

Attachment(s):

Table 1 – School Allocations Summary ([click here for a downloadable Excel file](#))

Table 2 – School Allocations Detail ([click here for a downloadable Excel file](#))

MT: dz

Cc: Donna Gilmartin Riggins Toija Stroom Raelene