

Using State Textbook Funds

On Supplemental Materials

Overview

State textbook funds are intended to be spent on materials that the State Textbook Committee has approved. A list of these approved materials is available on the OSDE website: [Approved Titles](#). However, if a school district wishes to use textbook funds for supplemental materials not approved by the State Textbook Committee, the district must appeal to the State School Board.

The following steps must be followed:

1. Rigorous Local Review

The district must conduct a thorough review of the supplemental material to ensure it is high quality, aligned with Oklahoma Academic Standards, and supports the district's instructional program. ([Rubric Sample](#))

2. Local School Board Approval

The reviewed material must be presented to the local school board for consideration and approval.

3. Request to the State Board of Education

After local approval, the district must submit a formal request to the State Board of Education before any state textbook funds are spent. The request should include:

- Description of the supplemental material
- Purpose and intended use
- Evidence of standards alignment
- Documentation of the local review and school board approval

4. State Board Decision

The State Board of Education reviews the request and votes to approve or deny the request. Only after State Board approval may state textbook funds be used for the purchase.

Key Reminder: No state textbook funds can be used for supplemental materials until local review, local school board approval, and State Board approval are all complete.

Statute

70 O.S. § 16-111 – General use of state textbook funds

70 O.S. § 16-111.1 – Approval process for supplemental materials

OAC 720:10-3-6 – Required process for requesting State Board approval