



STATE OF NEW MEXICO  
PUBLIC EDUCATION DEPARTMENT  
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HANNA SKANDERA  
SECRETARY OF EDUCATION

SUSANNA MARTINEZ  
Governor

**WELCOME TO THE  
INSTRUCTIONAL MATERIAL BUREAU ADVISORY COUNCIL  
I. M. B. A. C.  
October 28, 2011  
Friday, 10:00 am to 12:00 pm**

**2011 ADOPTION:  
Mathematics & The Arts**

**201 Adoption- LEGISLATIVE FUNDING CYCLE 2012:  
K-12 Science, Health Education & Physical Education**

**MEETING AGENDA**

**I. Update on IMB Activities**

- **Introductions**
- **Invitation for IMBAC participants; representative groups**
- **Grades K-12, Science, Health Education & Physical Education**
  - **Adoption: Institute Data**
  - **District selection process underway**
    - **Publisher's Feedback/discussion**
      - **Virtual Caravan**
  - **NM Instructional Review Centers; receipt of publisher materials; contract requirement**

- Digital subscriptions to Review Centers; policy
- Instructional Material State Data Reports
  - Annual Budget Reports; districts, charters, state supported, private,
  - Annual Inventory Reports; districts, charters, state supported, private

## II. I.M. Bureau Work Plans

- Progress of current IM projects
  - Mathematics & The Arts - Grades K-12 Adoption for 2012; Discussion
    - Publisher Bid Submissions
    - Publisher Due dates
    - Compliance Schedule for e-Reader; HB 310
    - Form E, Spreadsheet-
      - refining with drop down menus;
      - column with web information for publisher info/ contact
    - Institute Calendar; June 3-8
    - Q & A
  - 2012 Instructional Material Fund; Legislative Funding Request; growth & consumables- formula
  - Rule 6.75. 2-10 ; Instructional Material Law
  - “Free” orders- process for schools and publishers
    - iSTAR ordering process
    - Calculator guidelines for “Free”
- Next Steps for planning and implementing
  - Form B; Production Warranty for Electronic Media/Digital adoption
    - Current practice
    - Next steps
  - Virtual Caravan
  - Wiki Space-IMB

## III. Support and Assistance

- High Profile Issues

- **Q & A**
- **Systems Alignment...Please leave your business card with us ☺**
- **Survey for IMBAC Participants**
- **Plus / Delta Survey**

#### **IV. IMBAC Calendar**

##### **ADOPTION CYCLE NEW CYCLE: Grades K-12 mathematics & The Arts**

##### **October, 2011 WebEx**

Schedule of IMBAC Meeting: Friday, 28th , 10:00 am to 12:00 pm- Santa Fe

##### **January, 2012 WebEx Optional**

Schedule of IMBAC Meeting: Friday, 27<sup>th</sup> , 10:00 am to 12:00 pm- Albuquerque

##### **April, 2012 WebEx Optional**

Schedule of IMBAC Meeting: Friday, 27<sup>th</sup> , 10:00 am to 12:00 pm- Albuquerque

##### **July, 2012 WebEx Optional**

Schedule of IMBAC Meeting: TBA (July 29<sup>th</sup>)?, 10:00 am to 12:00 pm- Santa Fe

**\*Santa Fe Meetings are held at the Public Ed. Dept.; Jerry Apodaca Building, 300 Don Gaspar, Mabry Hall**

**\*Albuquerque Meetings are held at APS; 6400 Uptown Blvd. NE, John Milne Community Board Room**

*Thank you for your leadership and participation in today's meeting.*