

School District Responsibilities for Purchasing and Providing Specialized Instructional Materials for Students with Print Disabilities

School districts are required to indicate in their LEA application for federal funds whether they will coordinate with the National Instructional Materials Access Center (NIMAC) or not coordinate with NIMAC. With either option, the school district is required to provide instructional materials in an alternate format in a timely manner to students who are blind or have other print disabilities. The table below provides information as to the steps a district must follow depending on its choice: 1) coordinate with NIMAC; or 2) not to coordinate with NIMAC and therefore, the district takes it upon itself to provide the materials according to the National Instructional Materials Accessibility Standards (NIMAS). Should the district determine it will not coordinate with NIMAC, a plan to provide accessible materials in a timely manner must be submitted within the LEA application. Note: There is no requirement for a district to coordinate with NIMAC; however the district must ensure that individuals with print disabilities receive instructional materials in appropriate accessible formats and in a timely manner.

The Office of Superintendent of Public Instruction has provided information about the NIMAS and NIMAC to all districts. The information can be found at www.k12.wa.us/specialed.

District Decision: To Coordinate with NIMAC
<ul style="list-style-type: none">❖ District requires the publisher of the materials through contract language to prepare electronic files containing the contents of the print instructional materials using the NIMAS Standards and provide these files to NIMAC.❖ NIMAC validates and catalogs NIMAS file.❖ Washington State's Instructional Resource Center (IRC), state authorized user, downloads NIMAS file sets from NIMAC to enhance and convert materials to specialized formats.❖ IRC delivers alternate format materials to district.❖ District provides instructional materials to students who are blind or have other print disabilities in a timely manner.

District Decision: To Not Coordinate with NIMAC

- ❖ District will submit a plan to OSPI as part of the LEA application. The plan describes in detail the process district will:
 - Acquire instructional materials in specialized formats;
 - Verify that the materials meet NIMAS standards; and
 - Ensure instructional materials are provided to the student(s) in a timely manner.