Vermont’s AIM: Accessible Instructional Materials

What are LEA Responsibilities?

1. IDEA (2004 Reauthorization) requires LEAs to ensure that all students with disabilities who require AIM receive these materials in a timely manner. Students with disabilities on Section 504 Plans are covered under the Chafee amendment.
   • Accessible Instructional Materials refers to textbooks, core related instructional materials, and all other printed materials that students (K-12) would use in their classrooms.
   • Timely manner is defined in the Vermont Rules of Special Education as “at the same time non-disabled peers receive their textbooks and core related instructional materials.”
   • AIM can be rendered in four specialized formats: Braille, Large Print, Audio, and Digital Text.

2. IDEA also requires that LEAs who purchase textbooks and core related instructional materials must require publishers/vendors in their purchasing agreements to send a National Instructional Materials Accessible Standards (NIMAS) Fileset of the textbook(s) to the National Instructional Materials Accessible Center (NIMAC).

In addition, the district should also consider:
   • obtaining Bookshare membership for students with print access disabilities
   • maintaining a hard copy of textbook for each student
   • asking the publishers if specialized formats are available for purchase, or
   • negotiating with the publisher for the rights to make specialized formats (if necessary).

For more information...  http://www.uvm.edu/~cdci/tripscy/ ...and click on AIM

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3. Identify a Digital Rights Manager (DRM) for the district who will do the following:

- Serve as a member of the IEP or Section 504 Team, when appropriate.

- Work with Vermont DOE/TRIPSCY to obtain textbooks and core related instructional materials in specialized formats for eligible students under the Copyright Act as Amended (Chafee Amendment).

- Work with the district textbook adoption committee to ensure NIMAS language is embedded in Purchase Contracts.

- Work with the SEA if necessary to obtain appropriate specialized formats for students.

- Keep accurate records about:
  - Certification of student eligibility
  - What materials have been ordered and when provided to which students
  - Persons who have signed off that they understand that specialized formats are provided for use by a particular student who is qualified to receive the formats

- Documentation of appropriate storage and destruction of accessible instructional materials after use or at the end of the school year.

- Guarantee that the materials are being provided to and used by qualified students:

  (The following is suggested sample language for internal school documentation of AIM eligibility.)

"I assure that the District’s Competent Authority has verified student eligibility and understand alternative formats are available only for those students for which a print version of the text has been purchased. I assure that either the print text for this student was previously purchased or that an order will be placed for the print text. I assure that sufficient documentation is on file to support these statements."