

The logo features a stylized map of Louisiana in white, set against a background of light blue watercolor-style clouds. The text "Louisiana Believes" is written in a dark green, hand-drawn font across the map.

Louisiana Believes

**Instructional Materials Review**  
**Frequently Asked Questions**

## Table of Contents

OVERVIEW	1
TIMELINE	3
TYPES OF MATERIALS	3
DIGITAL VERSIONS	3
CONTRACTS	4
RATINGS & PUBLICATIONS	4
GENERAL QUESTIONS	5
NEXT STEPS	5
POINT OF CONTACT	5

## [OVERVIEW](#)

[BACK TO TOP](#)

1. What is the purpose of the online review?

**A: Online review of instructional materials including benchmark or interim assessments give districts information about the options for selection, purchase, and use of high quality instructional materials and their alignment to Louisiana’s state academic standards.**

2. How will the online review process work?

**A. There are three phases to the review process. In Phase 1, *initial screening*, Louisiana educators and interested citizens examine the materials and provide feedback. Student editions are made available for public input for four weeks. In Phase 2, *state vetting*, content experts determine the final rating and confirm the review findings. Publishers are contacted and given an opportunity to respond to the final rating. Public comments and publisher responses that are not received by the deadline(s) established will not be included as part of the published review. In Phase 3, *rating publication*, the final results along with public comment and publisher response are made available as [state reviews](#) on the Louisiana Department of Education’s (LDOE) [website](#).**

3. What evaluation tools will be used as part of the online review of materials?

**A: The rubrics are unique to subject and resource type and designed to align with the state standards. All tools which are located on the LDOE [website](#) represent content areas currently available for submission and state review.**

4. How will the decision be made to review content that is submitted and will partially aligned content be reviewed?

**A: Scheduling a state review is based on pre-established priority disclosed in the Publisher’s User Guide and explained as part of the publisher webinar. The submission of partially aligned content is not recommended.**

5. Who are the reviewers?

**A: Reviewers are public educators, from across the state, who are trained on Louisiana’s state standards and on the use of the evaluation rubrics that are shared on the website.**

6. Can publishers refuse to have the results published on the website once a review is completed?

**A: No. Part of the terms of service includes the publisher’s agreement and understanding that the LDOE makes the final rating determination. However, publishers may respond to the state findings and this information is included along with any public comments received as part of the published state review.**

7. Will the online review process have any effect on district funding for instructional materials?

**A: No. Districts have the authority and responsibility to make all purchasing decisions.<sup>1</sup>**

## TIMELINE

1. When will the review process begin?

**A: The review process operates year round and begins when a submission is received. State reviews are then scheduled with results posted upon completion.**

2. Will all reviews be published at the same time?

**A: No. In order to expedite access to the information and materials, state reviews are published soon after the rating is finalized and both publisher and public comments are incorporated into the final published review.**

## TYPES OF MATERIALS

1. Can intervention materials be submitted for review?

**A: Only when there is an evaluation rubric published in the [curricular resources library](#) for such a review.**

2. Is there a list of courses?

**A: No. Instructional content submitted must align to [Louisiana's academic standards](#) or the [Louisiana Birth to Five Early Learning and Development Standards](#) for early learning materials.**

3. Will teacher and student editions be reviewed?

**A: Yes. The submission must be in a digital format. A full online or digital student edition or sample set of benchmark and interim test items and tasks are made available for public evaluation.**

## DIGITAL VERSIONS:

1. What is meant by digital versions?

**A: Only electronic digital versions (open or proprietary) will be reviewed. Digital versions can be interactive digital or .pdf versions that are not paper. Open educational resources (OER) are learning materials that are freely available under a license that allows them to be reused, revised, remixed, and redistributed. See [www.oercommons.org](http://www.oercommons.org). Proprietary materials are those that are sold.**

---

<sup>1</sup> While there are no restrictions on the use of MFP funds to purchase or acquire textbooks or other instructional materials, restrictions may exist in the use of other federal, state, or local funds. Local school systems should verify eligible uses of funds used to support such materials.

[BACK TO TOP](#)

2. All materials must be submitted electronically for review; however, can other formats be made available to school systems?

**A: Yes. Any format (e.g., Braille, Audio, Large print /Print, and Digital) can be made available for purchase.**

3. Is it likely that districts will purchase printed versions of these digital materials?

**A: Districts may purchase any formats deemed most appropriate for their students.**

4. Can digital materials require specialized software installation in order to be reviewed?

**A: No. The installation of software applications in conjunction with content alignment reviews may present difficulty if system requirements cannot be met. Instead, PDF versions are recommended for submission.**

## CONTRACTS

1. Will there be any state contracts for titles reviewed? If so, must prices be “locked in” for any specified amount of time?

**A: Yes. The LDOE will invite publishers into a state contract for Tier 1 materials\* that are published on the [curricular resources webpage](#). State contracts are negotiated in accordance with state procurement requirements.**

**\*State contracts for materials that are rated Tier 2 will be offered only during the first two years of an initial call in that core area.**

## RATINGS & PUBLICATIONS

1. Products must meet all the non-negotiable criteria; must all Common Core State Standards (CCSS) also be addressed?

**A: Products must align with [Louisiana’s academic standards](#). All non-negotiable evaluation criteria must be met to have the indicators of superior quality evaluated. The LDOE will rate alignment as follows:**

- **Tier 1 – Exemplifies Quality: Products meet all the criteria outlined in the rubric and all indicators of superior quality.**
- **Tier 2 – Approaching Quality: Products meet all the non-negotiable criteria outlined in the rubric and most indicators of superior quality.**
- **Tier 3 – Does not represent Quality: Products either do not meet the non-negotiable criteria and/or meet few indicators of superior quality.**

## [GENERAL QUESTIONS](#)

1. Will the online review process be used for science materials?

**A: Yes. The online state review process will be used for all core subject content (e.g., English language arts, math, social studies, science, and early childhood).**

2. What will be the role of the depository in the online review process?

**A: The depository will continue to support school districts with the purchase and delivery of instructional materials in all formats. In accordance with state law, publishers may be required to utilize the book depository when requested to do so by local school systems.**

3. Many parishes in Louisiana have been "closed" districts. Now that the caravan will not offer districts an opportunity to learn about new materials, will the districts be "open?"

**A: The terminology *open and closed district* is not officially defined in Louisiana. School districts have the [authority and responsibility](#) to establish local review processes.**

4. Are publishers allowed to visit schools and/or send samples?

**A: Arrangements for solicitation should be coordinated through local school district officials.**

## [NEXT STEPS](#)

Submit materials for review by visiting the [LDOE website](#) and [access guidance](#) and other helpful information to get started.

## [POINT OF CONTACT](#)

Who is the point of contact for concerns and/or clarifications?

**A: For support contact: [LouisianaCurriculumReview@la.gov](mailto:LouisianaCurriculumReview@la.gov)**