

Louisiana Believes

Instructional Materials Online Review

Our Time Together

Purpose for online instructional materials reviews

Online process overview

Submitting instructional content for review

Next steps

Purpose

To ensure that teachers and students have access to high-quality instructional materials:

- The Louisiana Legislature, through [Act 389 of 2015](#), updated laws relative to the review and adoption of textbooks and other instructional materials.
- The State Board of Elementary and Secondary Education, through [Bulletin 741 §1703](#), provides the policies and regulations that govern the process for textbooks and instructional materials.
- The Louisiana Department of Education (LDOE) has established a [review process](#) to assist local education agencies with identifying textbooks and other instructional materials that align to Louisiana state standards.
- Published results include annotated reviews, publisher responses, and public comments in order to provide districts with information about the degree to which the instructional materials reviewed align to Louisiana's content standards.

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Instructional Materials Review Process Overview

LDOE recruits
and trains
reviewers

Providers
submit
content for
review

Phase 1:
Initial
screening
and
reviews

Phase 2:
State review
and publisher
response

Phase 3:
Publication
of tiered
ratings

State-Reviewed Materials

LDE recruits and trains reviewers

- The department selects reviewers through the Teacher Leader Advisor application process.¹
- Reviewers receive training and ongoing support throughout the process.

¹ <http://www.louisianabelieves.com/resources/library/louisiana-teacher-leaders>

State-Reviewed Materials

Providers submit content
for review

- Vendors can [submit](#) instructional materials in any core subject content area state review 24/7 year round.
- Only digital materials will be reviewed
- State priorities are posted on the webpage and used to schedule the state review.
- Submissions that are not priority are taken into consideration for state review on a case-by-case basis.

For additional details on submitting materials see slides 12-15.

State-Reviewed Materials

Phase 1: Initial pre-screening and review

- Online submissions are pre-screened for all the components needed for review and are then scheduled, based on established priorities for review by the appropriate content team.
- Teacher Leader Advisors review materials using the LDOE's released [rubrics](#); citing evidence and providing justifications and feedback supporting their conclusions.
- Interested citizens can also participate
 - [Public comments](#) received by the four week deadline will become part of the published review

State-Reviewed Materials

Phase 2: State vetting and publisher response

- LDOE staff evaluate reviews for quality, standards alignment, and determine the associated ranking (i.e., Tier 1, 2, or 3)
 - Tier 1 – Exemplifies Quality,
 - Tier 2 – Approaching Quality, or
 - Tier 3 – Does not represent Quality
- State reviews are sent to publishers for their response.
 - Publishers will have an opportunity to submit a written response using the associated [DOE template](#) that will be emailed to them along with the established deadline. NOTE: effective July 1, 2018 a 30-day window for response will be given.

State-Reviewed Materials

Phase 3: Tiered rating and publication

- Tier 3 materials which will not be under state contract must be awarded based on a competitive basis locally.
- Textbooks and instructional materials approved at the local level have no state or local Minimum Foundation Program (MFP) funding restrictions.
- Districts are not bound by a state list of recommended or approved textbooks and instructional materials.
- Titles can be resubmitted, but will require a summary of the adjustments that have been made which address the issues identified from the previous review

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Submitting Instructional Content

Providers submit digital content for review

- Materials being submitted must be designed to cover core subject areas that are aligned to Louisiana state standards using the latest rubrics available on the IMR webpage.
- Access important links to the components of the review process on the IMR [webpage](#).
- Review the user guide and FAQs for information about digital submissions and NIMAS compliance.

Submitting Instructional Content

Providers submit digital content for review

- There is no direct contact allowed with reviewers assigned to review your material
- There is no process to appeal the findings and final decision made by the Department
- There is however an opportunity for vendors to respond to the initial review prior to publication.
 - Vendors will have an opportunity to respond using only the [DOE template](#) sent to them by way of email.
 - Vendor response will be incorporated as part of the publication.

Submitting Instructional Content

Providers submit digital content for review

- **Public Review and Comment**
 - The public may select, review and submit public comments about titles made available for review.
 - Publishers must provide web access to their materials during the review period for this purpose.
 - Public comments must be submitted within the deadline established for that title.
 - Public comments deemed slanderous or unrelated to the title under review will not be published.

Submitting Instructional Content

Providers submit digital content for review

- Providers who wish to sell their content must be prepared to:
 - provide a corporate or federal ID number authorizing you to do business in Louisiana,
 - disclose accessibility and technology requirements,
 - have copyright privileges to submit materials, and
 - be authorized to act on behalf of the publisher.

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Next Steps

- [Start submitting](#) your information!
- Participants completing this webinar will receive follow up communications and technical assistance, if needed, on how to submit materials using the information survey.
- Reach out to us at LouisianaCurriculumReview@la.gov if you have additional questions or concerns.

Thank You!

Resources

