Purpose for online instructional materials reviews

Online state review process overview

Submitting instructional content for review

Next steps
Purpose for online instructional materials reviews
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.
Online state review process overview
Online Instructional Materials Review

- Recruit Reviewers
- Seek Submissions
- Phase 1 - Initial screening
- Phase 2 – State vetting
- Phase 3 - Publication

LDOE recruits and trains reviewers
Providers submit content for review
Phase 1: Initial screening
Phase 2: State review and publisher response
Phase 3: Publication of tiered ratings
Recruiting and Training

The Department selects reviewers through the Teacher Leader Advisor application process.

Reviewers receive training and ongoing support throughout the process.
Publisher Submissions

Publishers can submit instructional materials for state review 24/7 year-round.

Only digital materials will be reviewed.

The Call for Materials is updated annually and posted on the IMR webpage.

- Early Childhood (Infant, Toddler, and Pre-K)
- ELA/Literacy (Full Course/Stand Alone or Benchmark Assessments)
- Mathematics (Full Course/Stand Alone or Benchmark Assessments)
- Science (Full Course/Stand Alone)
- New intervention rubric coming in May 2019
Phase 1

Online submissions are pre-screened to ensure all the components needed for review are accessible.
Phase 2

Teacher Leader Advisors review materials using the latest LDOE IMR rubrics, citing evidence and providing justifications and feedback supporting their conclusions.

Parents and other members of the public are also invited to participate. Public comments received by the four-week deadline will become part of the published review.
Phase 2

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 within 30-days of notification using the Publisher Response LDOE template that will be emailed to them.
Phase 3

Tier I ratings and Tier 2 ratings during the first two years of the initial six-year review cycle result in an invitation to enter into a statewide contract.

Districts are **not bound** by a state list of recommended or approved textbooks and instructional materials.

Tier 3 materials and Tier 2 ratings awarded after the first two years of the initial six-year review cycle, which are not placed under a state contract, must be awarded on a competitive basis at the local level.

Textbooks and instructional materials approved at the local level have **no state or local Minimum Foundation Program (MFP) funding restrictions**.
Phase 3

Titles can be resubmitted and will require a summary of the adjustments that have been made to address the issues that were identified in the previous review.
Submitting instructional content for review
Submitting Materials

- Materials must align to Louisiana state standards and meet the non-negotiable criteria outlined in 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 Materials

- There is no direct contact allowed with reviewers assigned to review your material.

- There is an opportunity for publishers to respond to the initial review prior to publication.
  - Publishers will have an opportunity to respond using the Publisher Response LDOE template.
  - Publishers may request a conference call with content specialists to discuss the state review findings.
  - Publishers’ responses are incorporated into the final publication.

- There is no process to appeal the final decision made by the Department.
Submitting Materials

Public Review and Comment

- The public may 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 Materials

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.
Next steps
Next Steps

• **Start submitting** your information!

• Reach out to us at LouisianaCurriculumReview@la.gov if you have additional questions or concerns.

Thank You!
Online Resources:

- Guidance for Instructional Materials Reviews
- IMR Publisher's User Guide
- Evaluation Rubrics
- IMR FAQs