# Independent Adoption Process

## Oregon Department of Education

Oregon Administrative Rules pertaining to education are on the Oregon Secretary of State website under [Chapter 581](https://secure.sos.state.or.us/oard/displayChapterRules.action;JSESSIONID_OARD=zHsw-tkAkQNHl2YeazV3-x9UEm7IkVPXt7cMsryf8mCYU66U5_s4!1318524005?selectedChapter=137).

[Division 22](https://secure.sos.state.or.us/oard/displayDivisionRules.action;JSESSIONID_OARD=zHsw-tkAkQNHl2YeazV3-x9UEm7IkVPXt7cMsryf8mCYU66U5_s4!1318524005?selectedDivision=2563) Standards for Public Elementary and Secondary Schools are on this page.

Text pertaining to Independent Adoptions of Instructional Material are contained in 581-022-2350, text as follows

Independent Adoptions of Instructional Materials

Without prior notice to the State Board of Education, the district school board of any school district, with the assistance of teachers and administrators of the district, may adopt independently instructional materials for use in place of or in addition to those adopted by the Board, provided they meet the guidelines and criteria established by the Board. The district school board shall involve parents and citizens in the process. Such district adoptions shall be known as independent adoptions. In order to give proper notification that an independent adoption is being made, the administrative head of the district must provide the district school board, prior to placing the instructional materials into use in the local schools, the following information:

(1) The subject, category, and grade level(s) in which the instructional materials will be used;

(2) The title of the instructional materials;

(3) The publisher of the instructional materials;

(4) The copyright date of the instructional materials;

(5) The date on which the district intends to install the instructional materials for use in the school system; and

(6) A statement that a completed criteria checklist showing the degree to which the instructional materials meet the criteria established by the State Board of Education is on file in the district office. (Criteria checklists for the specific subject/category are available from the Department of Education.)

(7) A statement of assurance that the independently adopted instructional materials will comply with the most current National Instructional Materials Accessibility Standard (NIMAS) specifications regarding accessible instructional materials.

**Statutory/Other Authority:** ORS 337.050(2) & 337.141

**Statutes/Other Implemented:** ORS 337.120 & 337.141

## [ODE Website Home Page](https://www.oregon.gov/ode/pages/default.aspx)

This page groups pages by audience and topics.

## [Adoption Criteria](https://www.oregon.gov/ode/educator-resources/teachingcontent/instructional-materials/Pages/Adoption-Criteria.aspx)

This page has information on Social Sciences Instructional Materials Adoption Criteria



***LEGAL REQUIREMENTS SECTION* -** Evaluation and Adoption of Instructional Materials in Social SciencesCategory 1, 2, 3, 4, 5, & 6: Grades K-5, 6-8 and 9-12 (Civics & Government; Economics & Financial Literacy; Geography; History)

**A. BASAL INSTRUCTIONAL MATERIALS CRITERIA**

The submitted materials must make up an organized system of instruction that align

with adopted state standards.

**Does the program meet the above requirements for basal instructional materials?**

**\_\_\_\_\_\_Yes \_\_\_\_\_\_No**

**B. EQUITY CRITERIA**

Submitted materials must provide models, selections, activities and opportunities for responses which promote respect for all people described in ORS 659.850, OAR 581-021-0045 and support program compliance standards described in OAR 581-021-0046.

**Does the program meet the above requirements for equity?**

**\_\_\_\_\_\_Yes \_\_\_\_\_\_No**

**C. National Instructional Materials Accessibility Standard (NIMAS)**

Submitted materials must include assurance from the publishers agreeing to comply

with the most current NIMAS specifications regarding accessible instructional materials.

**Does the program meet the above requirements for NIMAS?**

**\_\_\_\_\_\_Yes \_\_\_\_\_\_No**

**D. Digital Manufacturing Standards and Specifications (MSST Form B and M):**

 Submitted materials must include assurance from the publishers agreeing to comply with

 the most current digital manufacturing standards and specifications.

 **Does the program meet the above MSST requirements?**

**\_\_\_\_\_\_Yes \_\_\_\_\_\_No**

The review committee agrees that this submission of instructional materials meet the listed legal requirements for review. The review team criteria scores have been submitted to ODE electronically.

Review Team Leader:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Review Team:

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