

**Oregon Department of Education**

255 Capitol St NE  
Salem, OR 97310

DATE: April 18, 2018

TO: Publishers & Representatives for Oregon Instructional Materials

FROM: Jeremy A. Wartz, Instructional Materials Coordinator

RE: **NOTICE - # 3**  
2018 Oregon State Adoption Process for Social Sciences

<b>Category and Grade</b>
Category 1: Social Sciences (Grade K-5)
Category 2: Social Sciences (Grade 6-8)
Category 3: Social Sciences – Civics and Government (Grade 9-12)
Category 4: Social Sciences – Economics and Financial Literacy (Grade 9-12)
Category 5: Social Sciences – Geography (Grade 9-12)
Category 6: Social Sciences – History (Grade 9-12)

Please review the updated information below regarding the 2018 Oregon Social Sciences Adoption.

**1. Review Week**

Publisher presentations and committee review sessions will take place during the week of August 6-10, 2018. We are still deciding between several locations and will notify you once we have more details.

Each submission will be given appropriate time to present on their submission and 15 minutes for Q&A with the evaluation team. Two hours will be given for set up of presentation space immediately prior to the presentations. Presentation schedules will be released near the end of June. We are unable to accommodate requests for specific presentation days or times.

Publishers will be required to provide one full set of all materials submitted for evaluation. Instructions for shipping sample materials will be given when presentation schedules are released at the end of June.

**2. Invoice Fees**

Invoices are still being process and they will be sent via email with payment due no later than June 16, 2018. You will have until Thursday, May 3, 2018 to officially withdraw, if you decide, from the adoption process without being obligated to pay the invoiced amount. If you withdraw after the official date, you will be obligated to pay.

Payment options include corporate checks, check, or money order payable to the Oregon Department of Education. Please review the invoice sent via email for further instructions.

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### 3. OR-IMET for Social Sciences

The Oregon Instructional Materials Evaluation Tool for Social Sciences is still being developed and will be provided to you as soon as they are complete. They will be used to help reviewers evaluate submissions of instructional materials. Each of the six categories have their own version of this tool. All six versions are attached for your convenience.

### 4. Quality Criteria Documentation

This component of the Summary Form is due on July 2, 2018 and is a required part of your submission for the Oregon Adoption. This is your opportunity to explain to reviewers in writing how your materials meet the criteria for adoption. In order to assist reviewers, your documentation should match the format of the OR-IMET for Social Sciences. Please see the attached Quality Criteria Documentation sheets that show a format in which you must provide your examples.

Each of the criteria that are considered Key criteria may have up to 5 examples (no more) per submission. Each Supporting criteria for each section (e.g., in Category 1 Grades K-5, Student Engagement criteria 21, 22, 24, 25, and 27) may be addressed as a whole and you may provide up to 5 examples to explain how your materials meet the criteria in that section.

The Quality Criteria Documentation should be submitted *via email and hard copy* to the Oregon Department of Education no later than July 2, 2018 for each category submission. Please provide 5 hard copy sets of the Quality Criteria Documentation per submission. These documents may be printed in color or black and white, and they may be stapled, binder clipped, spiral bound, and/or placed in a paper folder.

### 5. Research Based Documentation and Alignment

Please review Instructional Materials Summary Form 4824 for instructions on these optional submissions for each category submitted for review. If you decide to include these for reviewers, please provide *via email and hard copy* to the Oregon Department of Education no later than 07/02/17.

### 6. Instructional Materials Summary Form – (Form 4824)

The Instructional Materials Summary Form is due by 07/02/2017. Please review the 2018 2<sup>nd</sup> Notice on the [Instructional Materials Announcements and Notices](#) webpage for Form 4824. Please complete a summary form for each category submission.

## Attachments

- 2018 Publisher Timeline
- K-5 Quality Criteria Documentation for Social Sciences
- 6-8 Quality Criteria Documentation for Social Sciences

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- 9-12 Quality Criteria Documentation for Social Sciences (Civics and Government)
- 9-12 Quality Criteria Documentation for Social Sciences (Economics and Financial Literacy)
- 9-12 Quality Criteria Documentation for Social Sciences (Geography)
- 9-12 Quality Criteria Documentation for Social Sciences (History)

If you have further questions or need clarification, please contact Jeremy A. Wartz

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