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2021 Oregon Instructional Materials Publisher Briefing

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Statutes & Rules

- Chapter 337 of Oregon Revised Statute (ORS)
 - State Board of Education shall adopt a list of instructional materials for each grade level and subject area in which textbooks are required.
- Chapter 581, Division 11 of Oregon Administrative Rule (OAR)
 - Only basal materials may be evaluated and adopted.
 - A major instructional vehicle may include such instructional materials as a hardbound or a softbound book or books, or sets or kits of print and non-print materials, including electronic and internet or web-based materials or media. (OAR 581-011-0050)



Instructional Materials Review

- The State Adopted List is beneficial for school districts and publishers.
 - School districts have a list of high quality materials to choose from without being required to conduct an independent evaluation.
 - Publishers have a contract with the State to allow schools to use these as basal materials for the contracted period.
 - Publishers receive high quality feedback about their materials.
 - The State Adopted List and score sheets from all reviews are displayed on the [ODE Adopted Instructional Materials](#) webpage allowing easy access to the results of all reviews.



No Contact Period

- Publishers should not contact Oregon districts during the review and adoption process.
- There is to be no distribution of samples or online access to materials being reviewed until the list of approved publishers has been submitted to the Oregon State Board of Education.
- This guideline must be adhered to, to ensure that reviewers remain objective through the review process.
- If a district reaches out to you directly, please forward the email to me and I will advise how to proceed.



Timeline

- January 4, 2021 – Circular of Information
- February 24, 2021 – Publisher Briefing
- March – Proposal Form due, Bid Sheet Conversations, & OER Fee Waiver Request due
- April 26, 2021 – Official Withdrawal Deadline
- June 11, 2021 – Payment Due (*submitted materials will not be reviewed if payment is not received*)
- July – Instructional Materials Review (virtual)
- September 1, 2021 – Score Notification
- October – State Board of Education Meeting- Recommend adoption
- December 6, 2021 – Signed Contracts and Bond Due



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January:
Annual Notice of
Adoption

February-July:
Publishers
submit Required
and Optional
Forms

July :
Review

October:
Oregon State
Board of
Education
Meeting

**November-
December:**
Contract/Bond



English Language Arts & Literacy Categories

- Category 1: Grades K-2
- Category 2: Grades 3-5
- Category 3: Grades 6-8
- Category 4: Grades 9-12

*A submission should include all the materials needed to cover the grade-band academic content standards within that category.



English Language Proficiency Categories

- Category 1: Grades K-5/6
- Category 2: Grades 5/6-8
- Category 3: Grades 9-12

*A submission should include all the materials needed to cover the proficiency levels within the academic content standards in that category.



Adoption Criteria & Standards

- Key and Supporting Criteria
 - Quality Criteria Documentation required
- Adoption criteria developed by committee composed of educators, school district staff, and content experts.
- Oregon Academic Content Standards
 - Alignment document optional



English Language Arts & Literacy Criteria

- For all categories, the Key Criteria are ALL criteria labeled as **Look Fors** within **Non-Negotiable (1-4)** as well as other identified **Look Fors** in other sections.
- Supporting Criteria are all remaining criteria.



English Language Proficiency Criteria

- For all categories, the Non-negotiable criteria are ALL criteria in the first table.
- Content & Pedagogy criteria are contained in the second table.
- Scoring thresholds are included within each table.



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AP/IB Titles

- No separate category for AP or IB titles. We will not review AP or IB materials.



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Instructional Materials- Required Documents

- Proposal Form (Form 4538)
- Summary Form (Form 4824)
- Bid Spreadsheet
- Quality Criteria Documentation
- Digital Logins
- MSST Forms B and M



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Instructional Materials- Optional Documents

- Alignment/Correlation Sheets
- Research Based Documentation



Review

- Instructional materials are evaluated by committees composed of Oregon teachers and stakeholders knowledgeable of the grade level and subject under evaluation.
- One full set of all materials required for evaluation.
- Publishers will be given time to present materials and answer questions during the first week of July.
- Reviewers will be given the month of July to virtually evaluate submissions.



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Instructional Materials Evaluation Tool (IMET)

- Used to evaluate submitted instructional materials.
- Adoption Criteria embedded.
- To be sent out with Notice #4 at the end of May.



Overall Scoring

- Submissions will be placed in a category of ‘Meets,’ or ‘Does Not Meet’ based on the committee’s score.
- ‘Exemplary’ materials will be denoted with an asterisk
- All score sheets and comments from the evaluation committee will be made available to the public on ODE’s website.
- Publisher responses will be included if provided by September 30, 2021.



Contract & Bond/Letter of Credit

- OAR 581-011-0080
- Approved publishers will be mailed contract and bond form to be executed.
- \$10,000 Bond or Irrevocable Letter of Credit to be obtained by the publisher.
- The general contract is in the Circular of Information.



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Northwest Textbook Depository

- In Oregon Revised Statute 337.090 and Oregon Administrative Rule 581-011-0080, the approved publisher must also agree to work with NWTB in furnishing textbooks to Oregon school districts.



Instructional Materials Caravan

- Oregon English Language Arts and English Language Proficiency Caravan
 - At this time, we do not anticipate holding an in-person caravan.
 - OAR 581-011-0114
- Video Caravan
 - Required for posting on the ODE website.
 - Deadline December 10, 2021.



More Information

- ODE [Instructional Materials](#)
 - The main webpage to find information related to instructional materials for Oregon including links to the adopted criteria, adopted instructional materials, etc.
- [Announcements & Notices](#)
 - Publisher Notices and other announcements related to the adoption of instructional materials.
- Oregon Instructional Materials Adoption Publisher [subscription](#)



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Questions?



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