Adoption Process
History and Social Science Textbook and Instructional Materials Adoption

March 2002
Board approves instructional materials adoption process.

April 2002
DOE releases evaluation criteria to publishers.*

April 2002
DOE recruits evaluation committees. **

May 17, 2002
Publishers return Intent to Submit Forms.*

May 2002
DOE selects evaluation committees.

June 2002
DOE notifies publishers of committees to send materials for review.*

June 7, 2002
Last date for publishers to send instructional materials to reviewers.

June 2002
Evaluation committee members review materials independently.*

July 2002
Evaluation committees meet for consensus reviews with DOE.

September 2002
DOE submits evaluations to publishers for review.*

September 2002
DOE reviews publishers' requests for reconsideration.*

October 1, 2002
DOE responds to publishers reconsideration requests.*

October 1, 2002
Bid prices for instructional materials that have been reviewed are received by DOE.*

October 2002
Board considers list of recommended instructional materials for first review.

November 2002
DOE makes instructional materials available for public comment.

January 2003
Board reviews public comment and considers adoption list for final review.

February 2003
DOE posts list of adopted instructional materials with bid prices.**

February 2003
DOE holds a teleconference to discuss local review of adopted materials.

February – July 2003
School divisions may hold local reviews of adopted materials.

June 2003
DOE completes six-year performance contracts with publishers to begin July 1, 2003

July 2003
School divisions report local adoptions to DOE using prescribed form.

September 2003
DOE reports local adoptions to Board.

* DOE communication via Internet or e-mail
**Superintendent's Memorandum