



DEPARTMENT OF EDUCATION
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September 19, 2018

GUIDANCE MEMORANDUM #18-16

TO: School District Superintendents

FROM: Steve Canavero, Ph.D.
Superintendent of Public Instruction

A handwritten signature in blue ink, appearing to be "Steve Canavero", written over a horizontal line.

SUBJECT: New Adoption Process for Instructional Materials for Educators – Phase II

This memorandum describes Phase II of the Department's new adoption process for instructional materials. This process is in accordance with Nevada's Every Student Succeeds Act (ESSA) plan, [NRS 385.080](#) and [390.140](#), and NAC 390.010. Since the implementation of Phase II will commence at the beginning of the 2018-2019 school, it is essential that we maintain strong partnerships with all districts. Additional details and information about Phase I are described in Guidance Memo #18-11 and can be found at http://www.doe.nv.gov/Newsroom/Guidance_Memos/.

In preparation for the statewide review process, the Department published a Request for Information (RFI) for high-quality, mathematics instructional materials for grades 6-8. The RFI is available at <http://www.doe.nv.gov/home/HotTopics/>. In order to determine if the seven submissions meet the guidelines established in the RFI, the Department will complete an internal technical review by **September 7, 2018**. If you are interested in a list of the vendors, please contact André DeLeón at adeleon@doe.nv.gov.

If a vendor's submission meets the technical requirements outlined in the RFI, it will undergo a statewide review. Recruitment for the statewide panel will begin in mid-September 2018 and will include, but not be limited to, members from the following stakeholder groups: school administrators; business and industry representatives; district curriculum staff; District Superintendents; education associations representatives; higher education representatives; informal education representatives; Nevada State Legislators; Nevada State Board Members; parent groups representatives; Regional Professional Development Program Directors/Staff; and Nevada teachers. We anticipate completing the selection process by October 19, 2018, in order to conduct online training on November 1, 2018, from 3:30-4:30 pm.

During the 2018-19 school year, all other content areas (e.g., English language arts, science, social studies), along with elementary- and high-school mathematics, will follow the current review and

approval process. All submissions must be received no later than March 29, 2019, in order to be included on the May/June 2019 agenda of the Nevada State Board of Education, The Department will not accept any submissions for the 2018-2019 school year from districts after March 29, 2019.

Phase III will commence in July 2019 for the 2019-2020 school year and beyond. This final phase includes all continent areas for all grade levels and is tied to the adoption and revision cycle of the Nevada Academic Content Standards for each content area. The Department will conduct an will conduct a web meeting on October 9, 2018, proposing a ten-year cycle for adopting standards and instructional materials and seeking feedback from districts. Information on this web meeting is forthcoming.

The Department will continue to provide guidance as we transition to full implementation of this instructional materials adoption process.