

Year Prior to Adoption

1 FEBRUARY-MARCH

Know Your District's Needs.

- Meet with curriculum directors/teacher leaders to determine curriculum needs
- Define district curriculum and look at current curriculum
- Look at scope, sequence, format, and content
- Establish a staff survey to determine strengths and weaknesses of current curriculum



2 APRIL-MAY

Identify district priorities, parameters, and a decision-making process.

- Review curriculum survey results
- Ensure you understand the goals of curriculum/materials adoption (build capacity, revamp instructional programming, etc.)
- Determine the budget for the adoption process, including funding for supplementary materials and educator training and support
- Consider how decisions will be made for curriculum and instructional materials selection

Year of Adoption

3 JULY

Engage educators and community members. Clearly define roles for educators within the selection process.

- Develop a shared vocabulary and understanding of the characteristics of high-quality, standards-aligned instructional materials
- Develop a communication plan to update all district educators on progress and goals
- Revise, restructure, and rewrite curriculum
- Organize community listening sessions to engage the school board, parent groups, unions, and other key stakeholders to provide input



4 AUGUST

Make instructional materials choices based on alignment to content area standards for ELA and Math materials.

- Review district standards as well as Nebraska's Content Area Standards at www.education.ne.gov/contentareastandards
- Identify which materials are aligned to state and district standards
- Gather evidence about materials and their alignment to rigorous standards from www.nematerialsmatter.com ELA and Math reviews.

5 SEPTEMBER

Apply local priorities.

- Develop and apply a rubric for determining how well materials meet your local priorities
- Establish guidelines and procedures for high-quality, standards-aligned materials adoption
- Learn more about local priorities through pilots or through a PLC study of materials



6 OCTOBER-NOVEMBER

Make a Decision.

- Lead your team through a decision-making process
- Review methods of materials evaluation
- Ask publishers to begin sampling books with pilot schools
- Arrange presentations from publishers and choose materials series
- Share data and how the selection process worked with your school board and the full education community

7 MARCH-APRIL

Create a Rollout and Implementation Plan.

- Submit choice(s) for school board approval
- Order selected and approved high-quality, standards-aligned instructional materials
- Map out how materials can be supplemented to become better aligned to district and state standards
- Determine what professional development your instructional coaches, school leaders, and teachers will need
- Provide professional development in using high-quality, standards-aligned instructional materials, as measured by reliable data collection



8 Monitor and assess the effectiveness of the materials.

- Assess how well the materials are working over the next several years
- Look for gaps in meeting standards and supplement with high-quality, standards-aligned materials using free, open education resources

Post Adoption