



**COMMONWEALTH of VIRGINIA  
Department of Education**

March 3, 2017

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

**SUBJECT: Nominations for the History and Social Science Textbook Committees**

At the February 23, 2017, Board of Education meeting the Department of Education was authorized to proceed with the K-12 history and social science textbook state approval process. It is anticipated that the review will be completed by March 2018.

An important part of the approval process for the K-12 history and social science textbooks is the review of the publishers' submitted items by teachers, curriculum supervisors, administrators, history and social science educators, and others who have expertise with the content of the 2015 *History and Social Science Standards of Learning*. The Department of Education is seeking nominations from division superintendents for individuals who are qualified and available to review K-12 history and social science textbooks. Nominees should be teachers, curriculum supervisors, or administrators who have expertise with the content areas and the standards.

Committee members reviewing the K-12 history and social science textbooks and instructional materials will be asked to review the submitted textbooks, and submit correlation worksheets to the Department for a final review of all submitted materials. Committee members will receive upon approval of the local school division recertification points for their work.

All individuals who wish to serve on one of the *History and Social Science Standards of Learning* textbook committees must submit an application through the web-based process, [\*Instruction Committee Application Processing System \(ICAPS\)\*](#). The application will require a professional reference and division approval. Completed applications are due to the Virginia Department of Education through the ICAPS process by March 31, 2017. Committee members will be notified of their acceptance on or before April 21, 2017. Committee members will be selected on the basis of expertise, experience, and balanced regional representation.

If you have questions about the K-12 history and social science textbook review, please contact Christonya Brown, History and Social Science Coordinator, Office of Humanities and Early Childhood, by email at [Christonya.Brown@doe.virginia.gov](mailto:Christonya.Brown@doe.virginia.gov) or by telephone at (804) 225-2893; or Betsy Barton, Elementary History and Social Science Specialist, Office of Humanities and Early Childhood, by email at [Betsy.Barton@doe.virginia.gov](mailto:Betsy.Barton@doe.virginia.gov) or by telephone at (804) 225-3454; or Jill Noguerras, English and History Specialist, Office of Humanities and Early Childhood, by email at [Jill.Noguerras@doe.virginia.gov](mailto:Jill.Noguerras@doe.virginia.gov) or by telephone at (804) 225-3696.

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Attachment:

- A. [Anticipated 2017 Approval Process for K-12 History and Social Science Textbooks](#) (PDF)

