

Secondary English Textbook & Instructional Materials Adoption Process Timeline

DATES	Steps in Textbook & Instructional Materials Approval Process
April 15, 2024	Publisher's call to submit 6-12 English Reading and Writing Textbook/Instructional Materials for Review
April 22, 2024	Publisher Overview of the 6-12 English Reading and Writing Textbook/Instructional Materials Process by webinar.
April 25, 2024	Board reviews report of Secondary English Textbook Approval Process timeline. The timeline allows for the submission of high-quality instructional materials in addition to primary curriculum materials (textbooks). The addition of high-quality materials are intended to further support teachers in the classroom.
May 1, 2024	Publishers' deadline to submit "Intent to Submit" forms, publishers certification forms and state textbook information forms, for Textbook/Instructional Materials Adoption Process.
April 18 – May 3, 2024	VDOE to recruit evaluation committees.
May 10, 2024	Publishers submit correlation forms and digital access information to VDOE.
May 10, 2024	Review committees of K-12 educators and content experts with advanced degrees in the field are determined.
May 13 – June 7, 2024	Evaluation committee members review materials independently and submit to VDOE by June 7, 2024.
June 2024	VDOE completes review of evaluation committee analyses of materials and determines consensus.
July 1 – 8, 2024	VDOE submits evaluations to publishers for review. Publishers submit requests for reconsideration.
July 18, 2024	VDOE posts public comment opportunity in Town Hall. Board considers list of recommended textbooks, instructional materials for first review. VDOE makes a list of recommended textbooks, instructional materials available for public comment.
August 2024	Special Meeting where Board reviews public comment and considers adoption list for final review.