

**October 8, 2018**

**TO THE ADMINISTRATOR ADDRESSED:**

**SUBJECT: UPDATE - Request for Applications for Instructional Materials Quality Evaluation Pilot**

In September 2018, the Texas Education Agency (TEA) released a TAA regarding the opportunity to join the Instructional Materials Quality Evaluation (IMQE) pilot. This letter is to announce that **TEA is extending the deadline for the IMQE pilot application and assurances to Friday, December 14 and the deadline for the reviewer nominations to Monday, October 22**. This change will ensure that the largest number of LEAs are able to participate and that LEAs have information about which publishers will be submitting ELA 3–8 materials in advance of LEAs committing to the pilot. Based on feedback from districts, **TEA has also added a third option that LEAs may select for using the ELAR 3–8 pilot reviews as part of their local review and purchasing process.**

TEA is actively seeking participation from LEAs who are eager to ensure their teachers and students have access to the highest quality instructional materials. Interested parties should review the Instructional Materials Quality Evaluation Pilot Overview document (attachment 1) for additional information about the pilot. The application has three required components:

- Reviewer nomination form (attachment 3): due Monday, October 22, 2018
- LEA information form (attachment 4): accepted on a rolling basis but no later than Friday, December 14, 2018
- Assurances (attachment 5): accepted on a rolling basis but no later than Friday, December 14, 2018

The IMQE pilot begins in December 2018 and ends in June 2019.

#### **Background Information**

A growing body of research demonstrates that the quality of instructional materials teachers use has a significant impact on student achievement. LEAs across Texas are eager to purchase the best materials for their teachers and students, but free information about the quality of materials can be unorganized, unreliable, and difficult to access. Additionally, reviewing instructional materials is a time-consuming process for the teachers who serve on their LEAs' review committees.

Written into statute in 2017 (Texas Education Code § 31.081 and § 31.082), TEA will conduct an independent analysis of each instructional material to evaluate its quality. Through this process, TEA aims to support and strengthen LEAs' local review processes by providing clear, transparent, and user-friendly information about the quality of instructional materials.

Materials will be reviewed using a Texas-specific rubric. The resulting reviews, which will be presented on the online portal, will be written by Texas educators specifically for Texas educators. LEAs will have complete autonomy to decide if and how they use the reviews as part of their local review and adoption processes.

### Benefits of Participation

This application will result in the selection of LEAs to participate in the IMQE pilot. LEAs who are selected to join the IMQE pilot will gain access to the following benefits:

- Exclusive access to the completed pilot quality reviews for ELAR 3–8 by May of 2019, which can be used to inform their purchasing decisions for the 2019–2020 and/or 2020–2021 school year
- The opportunity to nominate educators to serve on the quality review teams. Selected reviewers receive free, high-quality professional development, for which they will earn continuing professional education (CPE) credit, and are paid a stipend for each complete review
- An invitation to the Instructional Materials Quality Review Summit, which will take place once the portal is established. Additionally, pilot LEAs may receive selection preference in a future Request for Letters of Interest to receive grant funds to offset travel costs to the Summit. Additional details will be determined based on available funding.

### Next Steps

Step	Details	Date
<b>Pilot Application Released</b>	TEA released IMQE pilot application	Thurs., Sept. 20, 2018
<b>Questions from Applicants Due</b>	Submit all questions related to this request for applications to <a href="mailto:specialprojects@tea.texas.gov">specialprojects@tea.texas.gov</a> , attention: Brian Doran, subject: IMQE - Application Question - <LEA NAME>	Wed., Sept. 26, 2018
<b>Informational Webinar</b>	TEA hosted a webinar to address questions on September 28, 2018 from 10:30 a.m. to 11:30 a.m. CDT.	Fri., Sept. 28, 2018
<b>Notice of Intent to Participate</b>	Submit completed Notice of Intent to Apply ( <a href="#">see Attachment 2</a> ).	Mon., Oct. 1, 2018
<b>TEA Posts Responses to Questions</b>	TEA responded to all submitted questions and send to applicants who submitted a Notice of Intent to Participate	Tues., Oct. 2, 2018
<b>Reviewer Nominations</b>	TEA will accept reviewer nomination forms on rolling basis. Applicants are encouraged to submit their nominations as soon as possible but no later than October 22, 2018 ( <a href="#">see Attachment 3</a> ).	Nominations accepted on a rolling basis but no later

Step	Details	Date
		than Mon, Oct. 22, 2018
<b>IMQE pilot application due</b>	TEA will accept reviewer nomination forms on rolling basis. Complete the LEA information form online ( <a href="#">see Attachment 4</a> ). Complete the IMQE assurances ( <a href="#">see Attachment 5</a> ). Email the assurances to <a href="mailto:specialprojects@tea.texas.gov">specialprojects@tea.texas.gov</a> , attention: Brian Doran, subject: IMQE - Application Question - <LEA NAME>	Applications accepted on a rolling basis but no later than Fri., Dec. 14, 2018
<b>TEA Announces Pilot LEAs</b>	TEA announces IMQE pilot LEAs	TEA will announce pilot districts on a rolling basis but no later than Fri., Dec. 21, 2018

High-quality instructional materials give teachers a strong foundation in content and pedagogy and allow them to focus their time and energy on what matters most – bringing lessons to life for all students. We look forward to supporting LEAs in identifying these materials through this project.

Send questions to [specialprojects@tea.texas.gov](mailto:specialprojects@tea.texas.gov).

**Attachments related to the request for applications:**

- [Attachment 1](#): Instructional Materials Quality Evaluation Pilot Overview
- [Attachment 2](#): Notice of Intent to Apply <due 9/26/18>
- [Attachment 3](#): Reviewer nomination form <due 10/22/18>
- [Attachment 4](#): LEA information form <due 12/14/18>
- [Attachment 5](#): Assurances <due 12/14/18>
- [Attachment 6](#): Review Committees