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GUIDANCE MEMORANDUM #18-11

TO: School District Superintendents

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

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

In accordance with the Nevada Department of Education's (NDE) Every Student Succeeds Act (ESSA) plan, and [NRS 385.080](#) and [390.140](#) and NAC 390.010, the NDE will begin the first phase of a new approval process for instructional materials (IMs) during the **Summer of 2018**. Partnership with districts will be critical as the state transitions to this first phase of the adoption process.

ESSA requires that federal funds be spent on programs, services, and content that has an evidence-base. Assembly Bill 7 from the 2017 legislative session also requires evidence-based practices be used to improve student outcomes. As defined by the federal regulation, {section 8101(21)(A) of the ESEA} "...the term 'evidence-based,' when used with respect to a State, local educational agency, or school activity, means an activity, strategy, or intervention that demonstrate a statistically significant effect on improving student outcomes or other relevant outcomes based on:

- Level I strong evidence from at least one well-designed and well-implemented experimental study; or
- Level II moderate evidence from at least one well-designed and well-implemented quasi-experimental study; or
- Level III promising evidence from at least one well-designed and well-implemented correlational study with statistical controls for selection bias; or
- Level IV demonstrates a rationale based on high-quality research findings or positive evaluation that such activity, strategy, or intervention is likely to improve student outcomes or other relevant outcomes; and includes ongoing efforts to examine the effects of such activity, strategy, or intervention.

The Nevada Department of Education, (NDE) is committed to ensuring that every classroom has access to high-quality curriculum. To support local school districts in their efforts to meet the requirements of ESEA and AB7, the NDE intends to facilitate the review of IMs in partnership with local school districts. This partnership will seek to curate an approved list of IMs that align to the Nevada Academic Content Standards (NVACS) and are organized into evidence-based categories to facilitate selection and implementation by districts and schools around the state. Districts and charter schools will continue to have the freedom to choose from this curated list.

NDE will begin this transition with a pilot program with this new review process starting in July of 2018. The state-wide team will begin the pilot by looking at middle school (6th – 8th grades) mathematics primary core materials only. The state-wide team to complete this work will be recruited through an application process and then be trained in procedures for reviewing IMs. The statewide review team will be comprised of members from the following stakeholder groups: School Administrators; Business/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 State Teachers.

NDE will finally post the Nevada State Board of Education approved list of middle school mathematics core materials in the format similar to the example below:

Material Name	Grade Level	Aligned to NVACS	ESSA Evidence Level	Effect Size	Link to Qualifying Study
Barley Math	6-8	Aligned	Strong	.25	(Link to Barley Math)
Canavero Math	6-8	Partially Aligned	Promising	.04	(Link to Canavero Math)
Durish Math	6-8	Partially Aligned	Moderate	NA	NA

No later than the fourth Thursday of **June 2018** providers/publishers of math materials, grades 6-8, aligned to the NVACS for mathematics will be accepted. Submissions will only be accepted in digital/online formats. The state committee will begin their review and submit their recommendations to the State Board of Education on **October 11, 2018** for adoption. The following review format will be used in this pilot of the grades 6-8 mathematics material. In Stage 1 of this first phase, NDE staff will conduct an initial screening and technical review to verify all submitted IMs for review are aligned to the NVACS. During Stage 2, the statewide IM Committee reviewers will first independently review their assigned IM and then meet virtually as a team to create a consensus-generated rating and recommendation for the State Board of Education. The ratings for all IMs will be as follows:

Aligned = approved by the SBE

Partially aligned = approved; only be used with additionally approved and aligned IMs

Poorly aligned = not to be used

During Stage 3, the statewide IM Committee will make a list of only the materials that are a recommendation to the SBE for possible adoption. The adopted list will include annotated reviews, publisher responses, and public comment to provide districts information about the degree to which instructional resources reviewed align to the NVACS. Providers of any rejected IMs have 30 days from the statewide IM Committee recommendation and SBE ruling to provide rebuttal to the findings. Decisions regarding any IM provider rebuttals will be made on a case-by-case basis by a subcommittee of NDE and statewide IM Committee members. If no rebuttal is provided by the providers, the list of the rejected IMs will be posted on the NDE website 30 days from the corresponding SBE meeting.

Any IM adopted before the revision of a given content area’s standards will be removed one year after adoption of the new NVACS per given content area.

This guidance memo will serve as a notice of the beginning of the new adoption process for instructional materials with the transition to a pilot to review the core mathematics material for middle school grades 6th – 8th. During the 2018-2019 school year, a timeline for content expansion will be developed for the other subject areas. The 2018 – 2019 school year will serve as a transitional year for the adoption of IMs for Nevada’s pre-K – 12 public and charter educational institutions. The Nevada Department of Education will provide additional guidance to local educators as we continue to transition to full implementation of the Instructional Resource Adoption process. The goal is that this process will be the mechanism by which all instructional resources are reviewed including supplemental resources on a given schedule.