

Committee Membership

1. What qualifies someone to be a member of an instructional review team?
2. How should instructional review team members be recruited?
3. What diversity of experiences and expertise make a good committee?

Team Training

1. What knowledge must ground all members of the team prior to reviewing materials?
2. How should the rubrics be normed?
3. Will all materials be reviewed by all members?
4. What is the process if members of the team disagree on the rubric?
5. Are there hard stops within the process so that if an instructional material does not align to standards, for example, a reviewer does not need to move on to further review of other aspects of the rubric?

Materials

1. What materials should be included in the review itself?
2. Core, assessments, technology enhancements, etc.
3. Will presentations by vendors be included?
4. Will vendors have an opportunity to respond to feedback or questions?

National Expertise

1. Should we utilize outside expertise (e.g. Ed Reports)?
2. Should we be guided by processes used in other successful states?

Committee Survey

1. Let's add a question about whether or not they have participated in a statewide review and/or how many - not sure if they will read this as participating in state or district process)
2. I think it's fine to ask about thoughts on frequency of review, but my understanding was that timeline is already codified with our required procurement process.
3. I am not sure I understand what question 7 is trying to get insight on - the scope of materials we look at during the committee process (core, supplements, tech tools, etc.) or something else.

I think there are a bunch of missing questions related to the process - here are the concerns the board has brought up during previous meetings:

1. The extent to which raters are normed on the way to review the materials and content

2. The expertise of those who participate (i.e. just because someone has X number of years in a role doesn't mean they are an expert in that content area or latest research)
3. More than just the quality of the rubric - lots of feedback has come up about using generic rubric for all content areas, the weight of the equity rubric, etc.
4. The inconsistency in ratings and evidence that reviewers are using
5. Which materials are being reviewed (core only, supplemental materials, etc.)
6. Training the committee receives on the process and rating approach
7. What tools/resources raters have access to other ratings and research that have already been done on the programs
8. Whether the process/tools actually allow us to pick the best and most aligned programs

It would also be great if we could get feedback on each of the areas in the last two questions vs just the open end for any comments at the end.

Vendor Survey

1. Collect other info from the vendor - how many times they have engaged in our process over the last X years, in which content areas, whether they were approved or not, etc.
2. I think it might be helpful to ask a few more specific/targeted questions first before having the general open-ended questions