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DPS: 2023-01

MEMORANDUM

TO: School District Superintendents

FROM: Jacob Oliva

DATE: January 6, 2023

SUBJECT: Call for District Reviewers for 2022-2023 Instructional Materials Adoption

The Florida Department of Education (FDOE) has announced the 2022-2023 instructional materials adoption and is calling for district reviewers in K-12 Social Studies. To evaluate the quality of instructional materials for use in district classrooms, the FDOE is seeking district reviewers with content expertise and an in-depth understanding of Florida's state academic standards. State standards detail what students should know and be able to do at each grade level as the result of a quality educational program.

Pursuant to section 1006.29(1)(c), Florida Statutes, the Commissioner of Education requests each school district superintendent to nominate one classroom teacher or district-level content supervisor to review two or three of the submissions recommended by the state instructional materials reviewers.

District reviewers will assess instructional materials for alignment to Florida's state academic standards, adherence to Florida Statutes and State Board of Education rules, and general usability of the product in a classroom. The district review period will occur from January 6, 2023, through February 3, 2023. Please take a moment to review the information listed below and the attachments with this email.

For any person nominated by you as a district reviewer, please request that the individual follow these steps:

1. Please register as a district reviewer at <https://www.flimadoption.org/>. To register, you must create a separate user account first. Follow instructions provided at <https://www.flimadoption.org/account/register>.
2. Complete the attached affidavit. (Notarized)
3. Email or fax the completed affidavit and send to IMStaff@fldoe.org or fax to 850-245-0826.

JACOB OLIVA
SENIOR CHANCELLOR

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District Reviewer Qualifications (Reviewers should meet one or more qualifications):

The district materials reviewer:

- Is a state or national expert in the academic content area being reviewed for adoption.
- Holds a graduate degree or certification in the subject area or a related field.
- Has a baccalaureate degree and substantial experience in the field.

State Affidavit:

- All reviewers must sign an affidavit attesting compliance with the requirements found in section 1006.30, Florida Statutes.
- All instructional materials reviewers must complete an affidavit before registering, training and evaluating the instructional materials.

Please note that district reviewers are not eligible for a stipend; therefore neither a stipend form nor a Substitute Form W-9 are necessary for district reviewers.

Thank you for your participation in the Florida instructional materials adoption for K-12 Social Studies.

JO/ab

Attachment