



**NOVEMBER 2003 AGENDA**

<b>SUBJECT</b>	<b>X</b>	<b>Action</b>
2004 Health Primary Adoption of Instructional Materials: Revised Timeline	<input type="checkbox"/>	<b>Information</b>
	<input type="checkbox"/>	<b>Public Hearing</b>

**Recommendation:**

Review and approve the revised Timeline for the 2004 Health Primary Adoption of Instructional Materials.

**Summary of Previous State Board of Education Discussion and Action**

December 11, 2002: The State Board adopted the Timeline for the 2004 Health Primary Adoption of Instructional Materials

**Summary of Key Issue(s)**

On September 19, 2003, the Curriculum Commission approved revisions to the Timeline for the 2004 Health Primary Adoption of Instructional Materials.

These minor revisions correct errors and bring the timeline in line with the State Board’s meeting schedule. In the revised timeline, the words “submitted programs” replace “planned submissions,” and the words “grade-level emphases” replaced “standards.” Two items also have been added to the timeline in order to coincide with the State Board’s new meeting schedule. The Curriculum Commission will forward its recommendations on submitted programs to the State Board in October 2004 for information. The State Board will hold a public hearing and take action on the submitted programs in November 2004, instead of December 2004. Finally, the timeline includes a date for the post adoption briefing for all approved publishers as January 28, 2005.

The State Board’s approval to these minor revisions is needed for those who are interested in participating in the 2004 Health Adoption of Instructional Materials.

**Fiscal Analysis (as appropriate)**

N/A

**Attachment(s)**

Attachment 1: [The 2004 Health Primary Adoption Timeline revisions \(Pages 1-2\)](#)

## Revised 2004 Health Primary Adoption Timeline

Dates	Key Events
March 6, 2002	State Board adopts Framework and evaluation criteria
November 14-15, 2002	Curriculum Commission recommends timeline to SBE on adoption of instructional materials
December 2002-January 2003	State Board reviews and approves timeline on K-8 adoption of instructional materials
May 16, 2003	Framework and evaluation criteria briefing for publishers
March 1 – August 1, 2003	Recruit Instructional Materials Advisory Panels (IMAPs) and Content Review Panels (CRPs)
September 2003	Commission examines IMAPs and CRPs application and votes to extend recruitment period.
October 3, 2003	Notification of Invitation to Submit Meeting sent to producers and publishers of instructional materials.
November 7, 2003	Deadline for publisher response to Invitation to Submit Meeting (ITS).
November 6-7, 2003	Commission votes to recommend IMAPs and CRPs to State Board
December 12, 2003	Invitation to Submit meeting for representatives of publishers/producers.
January 2004	SBE action on IMAP and CRP nominees
February 27, 2004	Deadline for receipt by California Department of Education (CDE) of submission diskette, technology requirements, and Publisher's Checklist indicating Alternate Sampling Plan requests. Publishers also provide a short narrative description of the submitted program.
March 12, 2004	Distribution by CDE of requests for price quotations.
March 19, 2004	Deadline for publishers to request written permission from CDE to sample materials in other than final form.
April 6-8, 2004	IMAP & CRP training and publisher presentations.
April 13, 2004	Deadline for instructional resource samples and Grade-Level Emphases Maps to be received by designated sites and persons as directed by the Department.
May 20-21, 2004	Legal and Social Compliance Review

**Revised 2004 Health Primary Adoption Timeline (continued)**

May 2004	Materials on display at Learning Resource Display Centers (LRDCs) throughout the state. Forms for public comment are available at the centers.
June 10, 2004	Deadline for receipt by CDE of price quotations, including transportation costs
June 25, 2004	Distribution of notices of noncompliance with social content requirements to publishers/producers
July 8, 2004	Deadline for publishers/producers to withdraw from the adoption
July 19-23, 2004	Deliberations by CRPs and IMAPs
July 30, 2004	Deadline for receipt by CDE of publishers' responses to noncompliance notices (legal compliance)
September 2004	Curriculum Commission Meeting: Public hearings conducted by Subject Matter Committee(s) and full Commission; Commission takes action
September 2004	Notify public regarding LRDC public display of recommended resources for adoption
September-October 2004	Required 30-day public display of recommended resources at LRDCs. Forms for public comment are available at the centers.
October 2004	If needed, edits/corrections meeting
October 2004	Curriculum Commission forwards recommendations for information to State Board of Education.
November 9-10, 2004	Curriculum Commission presents recommendations to State Board of Education (SBE). SBE holds public hearing and takes final action.
December 2004-January 2005	Finalize SBE Adoption Report – Post on SBE and CDE web site
December 2004-January 2005	Distribution of Price Lists and Order Forms to school Districts
January 28, 2005	Post adoption briefing for all approved publishers
February 9, 2005	Deadline for receipt of final printed resources including legal compliance corrections or change (60 days after SBE action)
February 2005	Deadline for publisher to send materials for Braille Transcription