

Knowing Your Starting Point: Instructional Materials Inventory

Reflections About Prior Adoption/Selection Processes	<p><u>What Did You Adopt/Select?</u> What grade levels? What were the strengths and gaps of those materials? How do you know?</p>	
	<p><u>How Did You Adopt/Select?</u> Who was involved in the process? How was that determined? What were the major stages of your process? How did you communicate around decisions? Which stakeholders were most invested in selecting aligned materials? How important was cost in your decision? How did you determine your selection criteria?</p>	
	<p><u>Quality of materials</u> What characteristics were most important? Who determined those characteristics? Did you consult anyone about the quality of the materials? Were the materials vertically aligned and supporting the transitions from building to building?</p>	
	<p><u>District Priorities</u> How did your district consider other characteristics or priorities beyond alignment? How did formative and summative assessment in use in your district influence the adoption?</p>	

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Policies and Guidelines	<p><u>The Who</u> Who sets the policies and guidelines regarding the use of instructional materials? Who is involved in setting these guidelines? Are teachers involved? Parents? The teachers' union? School boards? Other consultants?</p>	
	<p><u>The What</u> Are there any mandates around material use? (e.g., district must provide comprehensive sets of materials to meet needs of all learners) What does the union contract say about materials and professional development around curriculum/instructional materials?</p>	
	<p><u>The How</u> How are materials purchased? Are they purchased at the district or school level? Do individual schools have additional, discretionary funds to purchase instructional materials?</p>	
	<p><u>How We're Doing</u> What metrics are in place around ensuring the quality of instructional materials?</p>	

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Reflections About Prior Materials Implementation	<p><u>Successes and Challenges</u></p> <p>What successes did your district experience while making the adoption/selection decision? How well did stakeholders embrace the final decision? How well did teachers and school leaders embrace and support the implementation of the materials?</p>	<p>Successes:</p>	<p>Challenges:</p>
	<p><u>Student Outcomes</u></p> <p>How well did the instructional materials support improved student outcomes? What data do you have to support this? Where are students or subgroups of students still needing additional support?</p>		
	<p><u>Teacher Supports</u></p> <p>How well did the materials support teachers to implement the materials with confidence? What professional learning opportunities were available to teachers while they were implementing (from publisher and/or district)?</p>		

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Context Data and Implications

How many schools are in the district? _____

How many students do you represent? _____

How many teachers do you represent? _____

Student Demographics: (consider ELs, SWDs, F/RPL)

Student Achievement Data: (any data from your district dashboard that will influence a selection)

Teacher Demographics: (consider % new/experienced, student/teacher ratio, content expertise)

Based on the data you've collected and the reflections about prior adoption/selections, how does this information inform your goals, priorities, decision-making, and implementation for a new adoption?