



# 2023-2024 Timeline

## Curricular Materials

### TIMELINE TABLE

Deadline	Information
August, 2023	The Call for Submission Letter and additional form templates will be posted on the following web page: <a href="http://www.sde.idaho.gov/academic/curricular/">http://www.sde.idaho.gov/academic/curricular/</a>
August 25, 2023	Email intent to bid list of the main titles, content areas, and grade levels of all programs to be submitted to: <a href="mailto:callen@sde.idaho.gov">callen@sde.idaho.gov</a>
September 15, 2023	Initial Submission Bid Form due- Electronic copy (must retain Excel format). This form may be received by the SDE as an e-mail attachment or CD. (Latest date that evaluation forms will be made available to publishers)
October 6, 2023	<ul style="list-style-type: none"><li>• Final Submission Bid Forms and Review Fees mailed to: Chrystal Allen, Specialist Idaho State Department of Education PO Box 83720 650 West State Street Boise, ID 83720-0027</li><li>• Brief Form(s), Form B &amp; Form M due- Electronic copy. These forms may be received by the SDE as an e-mail attachment or CD.</li></ul>
October 27, 2023	Evaluation Forms, Correlations, Research Documents, and/or any other course documents are due.
February 5-9, 2024	Publishers will be sent addresses of reviewers for shipment of sample materials.

Deadline	Information
February 12-19, 2024	<ul style="list-style-type: none"> <li>• Ship to each reviewer: one complete set of samples, review documents and FULL access to any online programs and resources.</li> <li>• Digital presentations due to <a href="mailto:callen@sde.idaho.gov">callen@sde.idaho.gov</a> Links will be checked for accessibility to online resources. Then links (and access codes, if needed) and digital presentations will be sent on to the reviewers.</li> </ul>
February-June, 2024	Curricular Materials and Online Resources reviewer training and Remote Review.
June 10-14, 2024	Curricular Materials Selection Committee and reviewers meet remotely for Consensus Review. Committee recommendations will then be sent to the Idaho State Board of Education for formal adoption.
June, 2024	<p>Publishers will be notified of pending recommendations. Label and send one complete set of samples with attached Brief Forms, Evaluation Form, other review documents, plus FULL access to any online programs and resources to Caxton Printers.</p> <p>**Please see the Call for Submission Letter for specific shipping directions.</p>
August, 2024	The State Board of Education receives the Selection Committee recommendations for formal adoption of materials for Idaho schools.
Aug.-Sept., 2024	Agreements will be mailed to publishing companies, pending SBOE approval, with a copy of the Bid Form noting any changes made in the recommendations.
October 11, 2024	Signed agreements and publisher responses must be returned to the Curricular Materials Program Coordinator at the Idaho State Department of Education.
Sept./Oct., 2024	<p>The Adoption Guide listing recommended curricular materials will be posted on the Curricular Materials SDE website at:</p> <p><a href="http://www.sde.idaho.gov/academic/curricular/">http://www.sde.idaho.gov/academic/curricular/</a></p>

Deadline	Information
October 25, 2024	<ul style="list-style-type: none"> <li>• Student &amp; Teacher Editions ONLY (main components) for all print materials placed under agreement should be shipped to the seven (7) Idaho Regional Centers. (Submission of a small sampling of ancillaries is optional.) Regional Center addresses are available on the Curricular Materials webpage.</li> <li>• Digital Curricular Materials Caravan presentations due. (Publisher created, highlighting newly approved materials). Links to the digital presentations will be posted on the SDE website. Send links for the presentations to the Curricular Materials Coordinator.</li> </ul>
February 14, 2025	Files submitted to NIMAC and certificate of all valid files accepted via NIMAC submitted to <a href="mailto:callen@sde.idaho.gov">callen@sde.idaho.gov</a>

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**For Questions Contact**

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