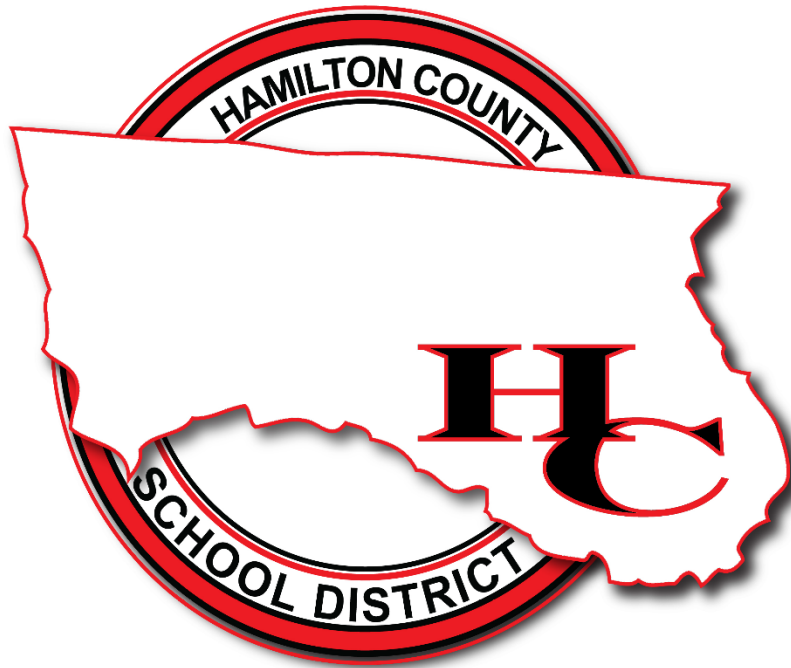


Hamilton County School District



Instructional Materials Plan 2022-2023

"Ensuring a Successful Future for Every Student"

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Instructional Materials Plan 2022-2023

Social Studies Materials Adoption

The District School Board has the responsibility to select and provide adequate instructional materials for all students, s. 1006.28(2). This plan details the process that the Hamilton County School District shall use to adopt Social Studies material in the School Year (SY) 2023-2024 to implement in (SY) 2024-2025 for a five-year cycle. **It is important to note that the district has elected to delay adoption of materials for one year pending additional guidance from the DOE regarding approved Social Studies materials. The district will continue using textbooks already in place until new materials are adopted.**

Social Studies Adoption Process 1006.283

Definitions 1006.28(1):

- “Adequate Instructional Materials” means a sufficient number of student or site licenses or sets of materials that are available in bound, unbound, kit, or package form and may consist of hardback or soft back textbooks, electronic content, consumables, learning laboratories, manipulatives, electronic media, and computer courseware or software that serve as the basis for instruction for each student in the core subject areas of mathematics, language arts, social studies, science, reading, and literature.
- “Resident” means a person who has maintained his or her residence in this state for the preceding year, has purchased a home that is occupied by him or her as his or her residence, or has established a domicile in this state pursuant to s. 222.17.

July-September 2023
<ul style="list-style-type: none"> • District Instructional Materials Review Team begins review of instructional materials set for adoption.
October 2023
<ul style="list-style-type: none"> • District Administrative Team meets to determine cost analysis of instructional materials on the adoption list and determine instructional resources needed during the adoption cycle. • District Instructional Materials Review Team determines attendees for NEFEC Instructional Materials Fair (if applicable). • District Instructional Materials Review Team attends NEFEC Instructional Materials Fair (if applicable).
November 2023
<ul style="list-style-type: none"> • Display Instructional Materials for school personnel to have access to review. • Arrange for vendor presentations. • District Instructional Materials Review Team makes two/three recommendations of materials for adoption.

December 2023
<ul style="list-style-type: none"> District Instructional Materials Review Team choices are presented to school teams and all other appropriate personnel. Schools report preference for adoption to Superintendent prior to School Board meeting in January.
January 2024
<ul style="list-style-type: none"> School Board meeting 2nd Tuesday in January (January 9, 2024) present (no vote) the Instructional Materials Plan for the current adoption cycle. Announce the date for the required public meeting to hear public comment on the Instructional Materials Plan at the School Board meeting to be held on the 2nd Tuesday in February (February 13, 2024).
February 2024
<ul style="list-style-type: none"> School Board meeting 2nd Tuesday in February (February 13, 2024) conduct a public meeting for public comment on the 2022-2024 Instructional Materials Plan. School Board approves Instructional Materials Plan following public comments. Set public hearing on proposed Social Studies instructional materials for adoption at the School Board meeting to be held on the 2nd Tuesday in March (March 12, 2024). District proposed Social Studies instructional materials will be available on the district website beginning February 14, 2024.
March-April 2024
<ul style="list-style-type: none"> School Board meeting 2nd Tuesday in March (March 12, 2024)- conduct public hearing on the adoption of recommended Social Studies instructional materials listed in the Instructional Materials Plan. School Board approves recommended instructional materials following public hearing. Announce the beginning of the required 30-day window for a member of the public to contest adopted materials. The contest form must be completed and presented to the Superintendent's office by the end of the workday on the 30th day (April 12, 2024). Within 30 days after the protest period ends, if contest is initiated, an open, noticed School Board hearing before a Hearing Officer will be held during the regular meeting of the Board. Petitioners will be notified of the date and time of the public hearing in writing seven days in advance. Following the contested materials public hearing, District School Board will vote on adoption of core material. Decision is final. By April 1st, District School Superintendent certifies to FLDOE that all instructional materials for core courses used by the district are aligned with applicable state standards. A list of the core instructional materials that will be used or purchased for use by the school district shall be included in the certification.

June-July
<ul style="list-style-type: none"> • Instructional materials are ordered. • July 1st- FLDOE Certification • Certify to the Commissioner of Education that the district school board has approved a comprehensive staff development plan that supports fidelity of implementation of instructional materials programs.

Targeted Instructional Materials

Subject Area/Grade Level	Publishers
Social Studies Materials K-12	To Be Determined (2023-2024)

Selection Process

Each school will review published materials for each subject at their site and make a recommendation to the Director of Teaching and Learning on their top two choices. The Principals and District Curriculum Staff will review the recommendations and make the final selections.

The final selection for Social Studies materials shall be recommended for adoption to the Superintendent and School Board.

Parents and residents will have the opportunity to provide comments on proposed Social Studies materials at a School Board public hearing. Upon the School Board's approval of the materials, parents and residents shall have 30 days in which to protest materials. If objections are received within the 30-day window, a hearing before a Hearing Officer shall be conducted to resolve potential issues before materials are purchased.

Information will be posted on the district website for parents and stakeholder review. The documents will contain links to sites that display the Instructional Materials being reviewed for adoption. As available, physical copies of the materials will be on display in the Board Meeting Room located at the district offices.

Purchasing

Upon approval by the School Board, the Director of Teaching and Learning will complete the purchase request and submit it to the Florida School Book Depository. The Instructional Materials will be delivered directly to the individual school sites for distribution.

Social Studies Materials Adoption Contact Person

Christopher Combass, Director of Teaching and Learning