



K - 12

Subcommittee

Wednesday, January 7, 2015

1:30 p.m. – 3:30 p.m.

17 HOB

Meeting Packet

Steve Crisafulli
Speaker

Janet Adkins
Chair



AGENDA

K-12 Subcommittee
Wednesday, January 7, 2015
1:30 p.m. – 3:30 p.m.
17 HOB

- I. Call to Order
- II. Roll Call
- III. Welcome/Introduction of Members
- IV. Meeting Protocols
- V. Overview of K-12 Education System
- VI. Overview of Instructional Materials Selection and Adoption Process
- VII. Adjournment

Overview of K-12
Education System



K-12 Public Schools

House K-12 Education Committee

Pam Stewart, Commissioner of Education

January 7, 2015



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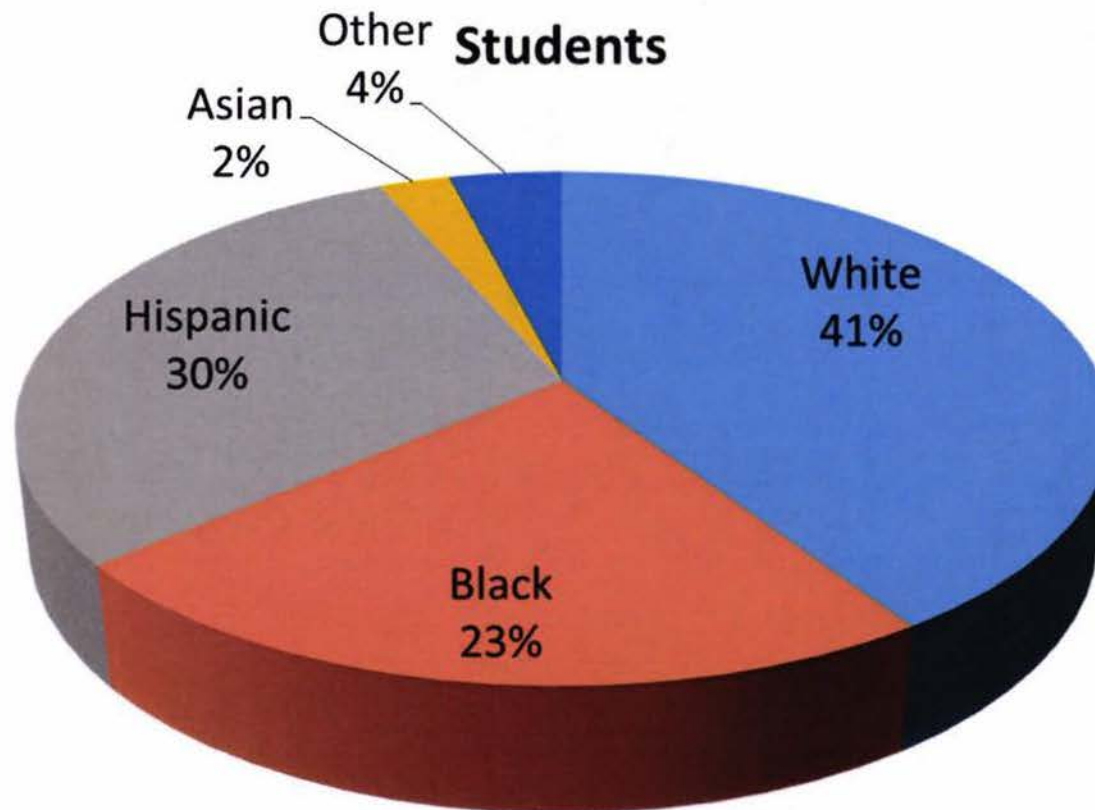
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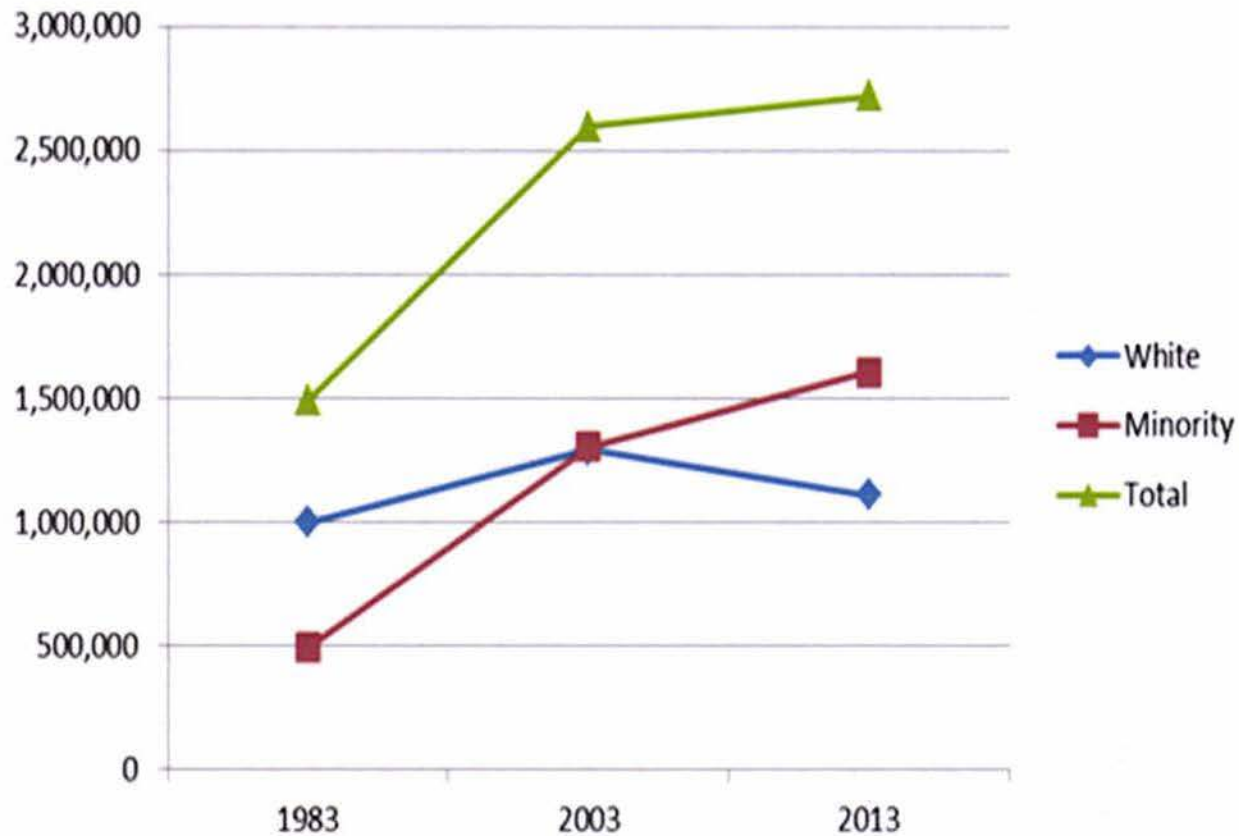
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K-12 Public Schools

2.7+ Million Students PK-12 Student Demographics



Changes in Our Student Population



Student Demographics

- 58% Free/Reduced-Price Lunch
- 13% Students with Disabilities
- 10% English Language Learners



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Governance

The Legislature

- Establishes education policy
- Enacts education law
- Appropriates and allocates education resources

State Board of Education (SBE)

- Chief implementing and coordinating body of public education focused on high-level decision making
- Oversees the enforcement of all laws and rules
- Provides timely direction, resources, assistance, intervention when needed, and strong incentives and disincentives to force accountability results

Commissioner of Education

- Chief educational officer and helps the board enforce compliance with the mission and goals of the system
- Operates all statewide functions necessary to support the SBE, including strategic planning and budget development, general administration, assessment and accountability
- Implements a program of school improvement and education accountability so that all students have the opportunity to make adequate learning gains in each year of school while recognizing that the district school board is responsible for school and student performance and that the individual school is the unit for education accountability

K-12 System

- Provides 13 consecutive years of instruction beginning with kindergarten
- Provides instruction for students with disabilities, gifted students, limited English proficient students and the Department of Juvenile Justice programs
- Funding provided for support and maintenance from state, districts, federal and other lawful sources or combinations of sources

School District

- Each county constitutes a school district, the unit for the control, organization and administration of schools
- Responsible for the actual operations and administration of all schools needed in conformity with rules and minimum standards prescribed by the state
- Includes all public schools, classes and courses of instruction and all services and activities directly related to education in that district

Local Control - School Boards

- Operate, control, and supervise all free public schools...and may exercise any power except as expressly prohibited by the State Constitution or general law. (s. 1001.32(2), F.S.)
- After considering recommendations submitted by superintendent, exercise general powers: perform duties...assigned to it by law or by rules of SBE or commissioner and, in addition...those that it may find to be necessary for the improvement of the district school system in carrying out purposes and objectives of education code. (s. 1001.41(5), F.S.)
- Requirement that all laws and rules of the SBE or of the district school board are properly enforced. (s. 1001.41(15), F.S.)

Basic Roles

Superintendents

Recommend and
Execute

School Boards

Adopt

Florida Constitution

Article IX

Superintendents

Provides that superintendent is in each school district and is elected at general election for four year term; or, when provided by resolution of district school board, or by special law, approved by vote of electors, superintendent may be employed as provided by general law

School Boards

Operate, control and supervise all free public schools within school district and determine rate of school district taxes

Two or more school districts may operate and finance joint educational programs

Statutory Basis

Superintendents

- s. 1001.32** – Management, Control, Operation, Administration and Supervision
- s. 1001.49** – General Powers of District School Superintendent
- s. 1001.51** – Duties and Responsibilities of District School Superintendent

School Boards

- s. 1001.32** – Management, Control, Operation, Administration and Supervision
- s. 1001.41** – General Powers of District School Board
- s. 1001.42** – Powers and Duties of District School Board
- s. 1001.43** – Supplemental Powers and Duties of District School Board

General Duties of Superintendents

- General Oversight
- Advise, Counsel and Recommend to School Board
- Recommend Policies
- Recommend and Execute Rules
- Recommend and Execute Minimum Standards
- Perform Duties and Exercise Responsibilities

General Duties of School Boards

After considering recommendations submitted by superintendent, school board shall exercise the following general powers:

- Determine policies and programs
- Adopt rules
- Prescribe and adopt standards and policies
- Contract, sue and be sued
- Perform duties and exercise responsibilities assigned to it by law/SBE rule
- Assign students to school
- Enter into agreements to accept credit cards, etc.

Personnel

Superintendents

PERSONNEL

Responsible, as required herein, for directing the work of the personnel, subject to the requirements of chapter 1012

School Boards

PERSONNEL

Designate positions to be filled, prescribe qualifications for those positions, and provide for the appointment, compensation, promotion, suspension, and dismissal of employees, subject to the requirements of chapter 1012

School Improvement/ Accountability

Superintendents

SCHOOL IMPROVEMENT AND ACCOUNTABILITY

Recommend procedures for implementing and maintaining a system of school improvement and education accountability as provided by statute and SBE rule

School Boards

IMPLEMENT SCHOOL IMPROVEMENT AND ACCOUNTABILITY

Maintain a state system of school improvement and education accountability as provided by statute and SBE rule

This system of school improvement and education accountability shall be consistent with, and implemented through, the district's continuing system of planning and budgeting required by statute and shall comply statute

Courses of Study

Superintendents

COURSES OF STUDY AND OTHER INSTRUCTIONAL AIDS

Recommend such plans for improving, providing, distributing, accounting for and caring for textbooks and other instructional aids as will result in general improvement of the district school system, as prescribed in chapter 1006

School Boards

COURSES OF STUDY AND OTHER INSTRUCTIONAL MATERIALS

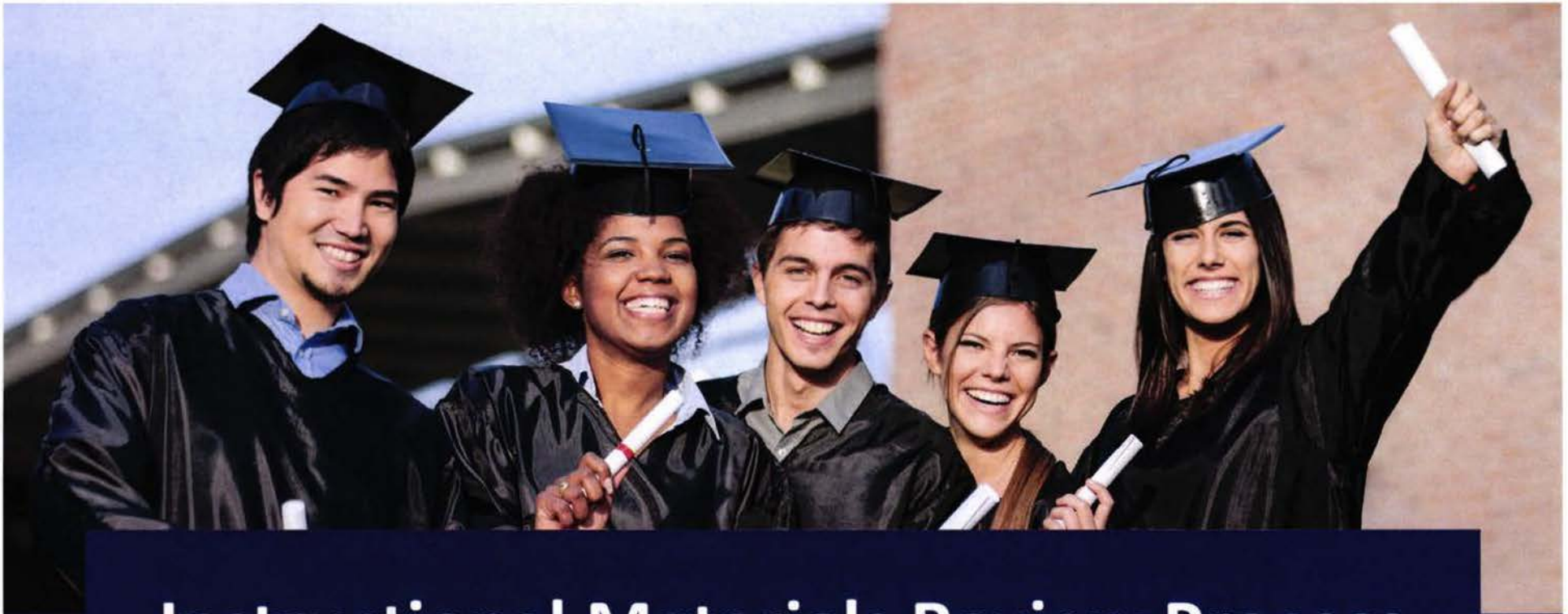
Provide adequate instructional materials for all students in accordance with the requirements of chapter 1006

Principal

Responsible for the administration of the school, supervising instruction and providing leadership in the development or revision and implementation of a school improvement plan



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Instructional Materials Review Process

Mary Jane Tappen, Executive Vice Chancellor,
K12 Public Schools



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Types of Instructional Materials Review

- There are two processes defined in statute with regard to instructional materials review:
 - State process - section [1006.29](#) Florida Statutes
 - District process - section [1006.283](#) Florida Statutes
- Reviewers in both processes must evaluate in accordance with section [1006.31](#) Florida Statutes.

State Instructional Materials Review

- Every year by April 15, the commissioner appoints state or national content experts to review the instructional materials bid for adoption
- All reviewers complete online training
- Each reviewer files an affidavit with the department in accordance with section [1006.30](#) Florida Statutes

State Instructional Materials Review

- The review is conducted, and the materials are accessed, online
- Reviewers examine the materials for the following:
 - Alignment to standards
 - Level of instructional support
 - Accuracy
 - Appropriateness of progression of introduced content

State Instructional Materials Review

- Initial review is conducted by experts in the content area
- District superintendents are requested to nominate a classroom teacher or district-level content expert to review a few of the recommended submissions
- The review process is also open to the public to provide comment on recommended submissions



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District Responsibilities

District School Board Instructional Materials Responsibilities

- Each year, the district school superintendent must certify to the department that the instructional materials for core courses “are aligned with all applicable state standards and have been reviewed, selected, and adopted by the district school board in accordance with the school board hearing and public meeting requirements.”
- Notify parents, in writing, of the ability to access their child’s instructional materials through the district’s local instructional improvement system
 - This notification must be prominently displayed in the school district’s website. In addition, each principal must communicate to parents how instructional materials will be used to implement the curricular objectives of the school

District School Board Instructional Materials Review

- Beginning in 2013, a district school board or consortium of school districts have the authority to implement their own instructional materials program independent of the state process
 - Allow districts to spend 100% of allocation
- The district school board sets its own adoption cycle
- The district school board must adopt rules regarding the selection of reviewers, one or more of whom must be parents with children in public schools
- Reviewers involved in the district process must provide an affidavit similar to that required for state-level reviewers

District School Board Instructional Materials Review

- As part of the review process, student editions of recommended materials must be publically accessible online at least twenty days before:
 - An open, noticed school board hearing to receive public comment on the materials
 - An open, noticed public meeting to approve an annual instructional materials plan



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Instructional
Materials - Palm
Beach District



THE SCHOOL DISTRICT OF PALM BEACH COUNTY

ADOPTION PROCESS



POLICY 8.122 SELECTION AND ADOPTION OF INSTRUCTIONAL MATERIALS

- Teacher, specialist and lay citizen committee members will be appointed from nominations submitted by principals and/or District curricular staff.
- Community representation on District adoption committees is encouraged. Lay citizens are Palm Beach County residents who are not professionally connected with education, such as professional or educational consultants. Lay citizens selected to serve on adoption committees may be any resident of Palm Beach County, or adult student or parent of a child attending public school in Palm Beach County or School Advisory Council members.
- District committee meetings will be open to the public. Public notification of adoption committee meeting dates and times will be provided to the Public Affairs Office.

www.palmbeachschools.org/policies/

POLICY 8.122 SELECTION AND ADOPTION OF INSTRUCTIONAL MATERIALS

- Parents and the general public will be notified through the Public Affairs office of the materials being recommended for adoption prior to a regular Board meeting allowing them to review the materials under consideration.
- *Any parent or member of the public may make arrangements to review instructional materials by contacting the Instructional Materials Department.
- A parent may contest any materials under consideration by following Board Policy 8.1205, Challenge Procedures for Instructional Materials.

www.palmbeachschools.org/policies/

***** The Instructional Materials Department maintains a library of all currently adopted student and teacher materials used within the district. (print & digital)**

POLICY 8.1205 CHALLENGE PROCEDURES FOR INSTRUCTIONAL MATERIALS

- Grievance Procedures Concerning Instructional Materials Including Textbooks, Library Media Materials, and Supplemental Classroom Instructional Materials
- Any resident of Palm Beach County, or adult student or parent of a child attending public school in Palm Beach County may file a complaint with a school concerning the use of a particular textbook, library book, or non-print media.
 1. School Level: Informal Complaint
 2. School Level: Formal Complaint
 3. District Level: Formal Appeal
 4. Board Level Appeal

www.palmbeachschools.org/policies/

1006.283(2)(B) DISTRICT SCHOOL BOARD INSTRUCTIONAL MATERIALS REVIEW PROCESS

- At the beginning of each school year parents will be notified of their child's ability to access his or her instructional materials online. (Edline Portal)

The screenshot shows the website www.palmbeachschools.org. The navigation menu includes: DISTRICT LINKS, ABOUT US, SCHOOLS, DEPARTMENTS, CAREERS, COMMUNICATIONS, CONTACT US, and SIGN IN. The main banner features a photo of graduates and the text: "PALM BEACH COUNTY IS FLORIDA'S TOP-PERFORMING URBAN SCHOOL DISTRICT. The School District of Palm Beach County has the highest graduation rate of all large urban school districts in Florida and is the only large district to raise its graduation rate in 2014. Palm Beach County continues to outperform the state for the ...". Below the banner is a row of service buttons: STUDENTS, PARENTS (highlighted with a red box), EMPLOYEES, SUPERINTENDENT, SCHOOL BOARD, and COMMUNITY. A red arrow points from the URL bar to the PARENTS button. At the bottom, there are social media prompts for Facebook ("Like Us On") and Twitter ("Follow Us On"), and a yellow school bus graphic with the text "FIND MY BUS STOP".

1006.283(2)(B) DISTRICT SCHOOL BOARD INSTRUCTIONAL MATERIALS REVIEW PROCESS

The screenshot shows the website www.palmbeachschools.org/parents/. The page features a navigation bar with links for Calendar, Log In, Directory, and Forms. The main header reads "The School District of Palm Beach County" with a search bar and social media icons. Below this is a "Quick Links" menu with categories like Home, Curriculum, Get Involved, Grades, Health & Safety, Helpful Info, Program Services, and Resources. The "Parents" section is highlighted in yellow.

Welcome Parents!
For the fifth consecutive year, the School District of Palm Beach County had a higher percentage of "A" district-operated elementary and middle schools compared to the state. Sixty-four percent of district-operated elementary schools and 61 percent of district-operated middle schools are now rated "A" or "B". Overall, the school district earned a total of 519 out of 800 points in 2014, making Palm Beach County the highest performing large urban school district in Florida – and only six points shy of receiving an "A" grade as a district.
Your children are our primary focus. Together, we will support and enrich their learning journey.

Helpful Links

- Student & Family Handbook
- Student Code of Conduct
- Florida Standards
- Find my School
- Elementary Report Cards (New)
- Breakfast & Lunch
- Learning Tools for Parents
- Scholarships
- Find my Bus Stop

Reminders

- Winter Break is Mon, Dec 22nd - Mon, Jan 5th (Students return Tues, Jan 6th)
- Winter Resources (Activities) for Elementary Students
- Apply for Choice Programs by Jan 13
- Florida Standards Assessments Information for Families
- 2015 High School Graduation Schedule

Latest Parent News

All Press Releases **Parent Press Releases**

What's Your Activity? Kick Off 2015 With Your Favorite Fun & Leisure Class
WEST PALM BEACH – Is taking a class on your list of resolutions for 2015? Registration begins Jan. 5, 2015, for Fun & Leisure classes for adults at more than 26 community schools throughout Palm Beach County. Check out the Palm ...
Read More

Jupiter High Students Hope Children's Book Will Educate Students, Parents On Climate Change
JUPITER – It's a senior project with an important goal: Educate the younger generation about what they can do to conserve energy and help slow the effects of climate change around the globe. Four students at Jupiter High School's ...
Read More

Students Take Top Honors in National K-12 Chess Championship
WEST PALM BEACH – Four students from the School District of Palm Beach County placed in the top 10 in the nation, while teams from Elbridge Gale Elementary School finished in third and eighth place in the nation at the National ...
Read More

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Make Online Payments Here
MasterCard VISA

Learning Tools
Adult & Community Education

Instructional
Materials - Seminole
County District



Seminole County Public Schools

ADOPTION PROCESS



POLICY 4.30+, 4.32+ INSTRUCTIONAL MATERIALS SELECTION AND PROGRAM

- Minimum membership of each District Instructional Materials Adoption committee;
 - one district curriculum (chairperson), one school administrator, four teachers, one lay person. Nominations submitted by schools.
- Lay citizens are Seminole County residents who are not professionally connected with education.
 - Lay citizens selected to serve on adoption committees may be any resident of Seminole County, a parent of a child attending public school in Seminole County, or an adult Seminole County student.
- District preview nights and adoption committee meetings are open to the public.



POLICY 4.30+, 4.32+ INSTRUCTIONAL MATERIALS SELECTION AND PROGRAM

- Notification of adoption previews, committee meeting dates, and times are provided through schools, the district Communications officer, and posted on the district website.
 - A preview night invitation is sent to schools.
 - The district hosted “preview night”, of any instructional materials being considered for adoption review, is provided on the district website under Public Meetings.
 - A listing of all instructional materials and meeting times for adoption review committees is posted on the district website under Public Meetings.
 - The public is further notified by posting of the materials being recommended for School Board adoption prior to a regular Board meeting.



<http://www.scps.k12.fl.us/schoolboard/Home.aspx>

You're Invited!
Secondary Math
Instructional
Materials Preview

Join us to...

- Meet the publishers
- Ask specific program questions
- See all components of the instructional materials being considered for adoption

WHEN:
Wednesday
October 9th, 2013
3:00 - 6:00 pm

WHERE:
SCPS Annex,
1722 W. Airport Blvd
Sanford, FL 32771

*The preview night is the best opportunity for you to see the instructional materials being considered for adoption. The only way to see the materials is to attend the preview night. Teachers are invited to bring their own materials to share.

POLICY 4.30+, 4.32+ INSTRUCTIONAL MATERIALS SELECTION AND PROGRAM

- Sample Instructional materials can be reviewed online, or in print by request.
- A listing of all currently adopted district instructional materials is maintained on the district website.
- Parents will be notified of their child's ability to access his or her digital instructional materials online and in written format, each school year.
- Materials under adoption consideration, or after School Board adoption, can be contested by following Board Policy 4.36 Objection to Instructional and/or Media Materials.



<http://www.scps.k12.fl.us/instructionalresource/ProceduresAndGuidelines/ProceduresManual.aspx>

POLICY 4.36 OBJECTION TO INSTRUCTIONAL AND/OR MEDIA MATERIALS

- Grievance Procedures Concerning Instructional Materials Including Textbooks, Library Media Materials, and Supplemental Classroom Instructional Materials
- Any parent, as defined by Florida Statutes, of a student enrolled in a Seminole County public school, or an adult student, may file an objection concerning the use of a particular textbook, library book, or non-print media.

1. School Level: Informal Complaint
2. School Level: Formal Complaint
3. District Level: Formal Appeal
4. Board Level Appeal

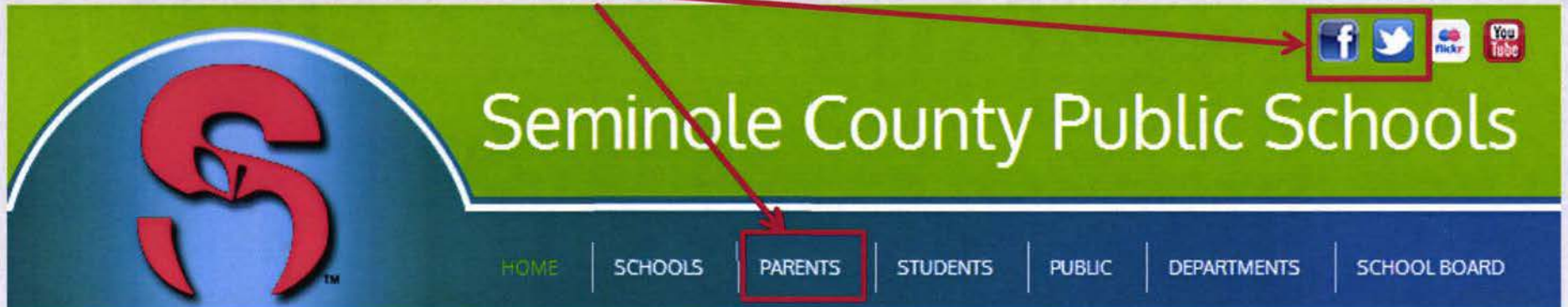
*CHALLENGED MATERIAL
OBJECTION TO INSTRUCTIONAL AND/OR MEDIA MATERIAL 4.36
The following procedures shall apply to all objections to instructional materials adopted by the district School Board..... may contest the district school board's adoption of a specific instructional material by filing a petition, on form (#479) Objection to Instructional and/or Media Material, within 30 calendar days after the adoption of the material by the school board.*



1006.283(2)(B) DISTRICT SCHOOL BOARD INSTRUCTIONAL MATERIALS REVIEW PROCESS

- The school district will notify parents of their ability to access their children's instructional materials online.

<http://www.scps.k12.fl.us/>



Notifications through

- District website
- School websites
- Social Media
- Learning Management System
 - district implementing new system adopted by SB in November)

Instructional Resources
400 East Lake Mary Blvd., Sanford, FL 32773
District Adoptions 6-12

School Year Adopted	Course Code(s)	Course	Grade	Title	ISBN #	Publisher	©	SCPS Expiration	Digital eBook & Resources
2012-2013	2109910 & 2105020	Civics	7	Civics Economics and Geography	974140	Glencoe/McGraw-Hill	2013	3/31/2017	Yes
2013-2014	2100010 & 2100020	US History	8	American History of Our Nation	978860	Pearson Prentice Hall	2013	3/31/2017	Yes
2012-2012	2102330	AP US History		Out of Many: A History of the American People	987860	Pearson Prentice Hall	2011	3/31/2017	Yes
2012-2014	2102440	AP Microeconomics		Principles of Microeconomics for AP	989100	Pearson Prentice Hall	2011	3/31/2017	Yes
2012-2014	2102450	AP Macroeconomics		Principles of Macroeconomics for AP	989110	Pearson Prentice Hall	2011	3/31/2017	Yes
2012-2012	2102460	AP US American Govt.		Government in America: People, Politics, Policy	989500	Pearson Prentice Hall	2011	3/31/2017	Yes
2012-2012	2102470	AP World History		World of Our World	989510	Pearson Prentice Hall	2011	3/31/2017	Yes
2013-2014	2102310	Economics-SIG & HHS		Economics: Concepts and Choices	989750	Holt McDougal	2013	3/31/2017	Yes
2013-2014	2106310 & 2106320	US American Govt. SIG/HHS		Mauger's American Government	989900	Pearson Prentice Hall	2013	3/31/2017	Yes
2013-2014	2106310 & 2106320	US History-SIG & HHS		Prentice Hall United States History	989020	Pearson Prentice Hall	2013	3/31/2017	Yes
2013-2014	2106310 & 2106320	World History SIG & HHS		Prentice Hall World History	989010	Pearson Prentice Hall	2013	3/31/2017	Yes



1006.283(2)(B) DISTRICT SCHOOL BOARD INSTRUCTIONAL MATERIALS REVIEW PROCESS

- Each school year the school district will notify parents of their ability to access their children's instructional materials, in written format.



Notifications in written format are still being determined- may include;

- *Learning Management System*
- *The district school calendar & parent guide - available digitally or in print*
- *District and school newsletters*
- *The student code of conduct*
- *Student planners – provided yearly*

