Florida’s Instructional Materials: Adoption Process and Annual Certifications, Plans and Reporting

Florida Organization of Instructional Leaders (FOIL)

November 2023
What will you gain from this session?

• Participants will:
  • Gain an in-depth understanding of the Florida Department of Education’s Instructional Materials Adoption process;
  • Review the annual certification, plans and reporting that school districts must submit to the Department; and
  • Discuss updates from 2023 legislative session.
Instructional Materials Adoption Cycle
Current Adoption

2023-2024 Science

• Bids submitted: 143
• Courses:
  • K-5: 6 series = 36 bids
  • 6-8: 60 bids
  • 9-12: 47 bids
• Publishers: 14
Senate Bill 1054

Senate Bill 1054 from 2022 legislative session amended ss. 1003.41 and 1003.4282, F.S. requiring that students entering grade 9 in the 2023-2024 school year and thereafter, earn one-half credit in personal financial literacy and money management.
Senate Bills 1054, Financial Literacy

Due to these legislative changes in the 2022 session, the following Financial Literacy courses will no longer be active after the 2023-2024 school year:

• Economics with Financial Literacy; 2102335
• Economics with Financial Literacy Honors; 2102345
• Personal Financial Literacy; 2102372
• Personal Financial Literacy Honors; 2102374
Florida Instructional Materials Adoption Portal (FLIM)
FLIM Adoption Portal

www.flimadoption.org

Manage Adoption Cycles

Click on a cycle to open or start a new cycle by clicking on the “Add New Cycle” button.

Open Cycles

2021–2022 K–12 Mathematics

- Submissions: 136
- Reviewers: 145
- Reviewed: 132

2022–2023 K–12 Social Studies

- Submissions: 113
- Reviewers: 0
- Reviewed: 0
# Expert IM Review

## My Review Dashboard

Welcome to the review dashboard.

## My Review Assignments

The following instructional material programs have been assigned to you for review.

Show [entries]

<table>
<thead>
<tr>
<th>Review</th>
<th>Bid ID</th>
<th>Days Passed</th>
<th>Title</th>
<th>Publisher Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review</td>
<td>551</td>
<td>6 days</td>
<td>Florida History Makers: Myself, My School, My Community</td>
<td>Analytic Orange, Inc.</td>
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<tr>
<td>Review</td>
<td>532</td>
<td>6 days</td>
<td>Florida Kindergarten Social Studies: Living, Learning, and Working Together</td>
<td>Gallopade International, Inc.</td>
</tr>
<tr>
<td>Review</td>
<td>502</td>
<td>6 days</td>
<td>Florida Social Studies, Living, Learning, and Working Together Grade K</td>
<td>McGraw Hill LLC</td>
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</tbody>
</table>
## Publisher Resources and Reviews

### List of Active Adopted Materials

You can search by course, publisher name, author, or book/materials title to filter the list of all the active adopted instructional materials. Click on the search result to open more information.

<table>
<thead>
<tr>
<th>Image</th>
<th>Course #</th>
<th>Course</th>
<th>Title</th>
<th>Company</th>
<th>Author</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Image" /></td>
<td>5012065</td>
<td>Accelerated Mathematics Plan Grade 4</td>
<td>STEMscopes Florida Math</td>
<td>Accelerate Learning</td>
<td>Dr. Jarrett Reid Whitaker</td>
</tr>
<tr>
<td><img src="image3.png" alt="Image" /></td>
<td>5012065</td>
<td>Accelerated Mathematics Plan Grade 4</td>
<td>enVision Florida B.E.S.T. Mathematics Grade 4 Accelerated</td>
<td>Savvas Learning Company LLC</td>
<td>R. Charles, et al</td>
</tr>
</tbody>
</table>
Adoption Year at a Glance

- Post specifications
- Call for bids of corresponding courses
- Intake bids from publishers
- Call for district reviewers and public input
- Train reviewers
- Call for State Expert Reviewers
- Final report presented to the Commissioner
- Post Adoption List
- Appeals and Contracting
Activity

• At your table, discuss what you notice and wonder about the state-level adoption process. How does it compare to your district level adoptions?

• How does the state-level adoption support the district process?
References and Resources

Instructional Materials Website:
www.fldoe.org/academics/standards/instructional-materials/

Library Media and Instructional Materials Training:
https://lmt.fcim.org/#/

CPALMS:
www.CPALMS.org

Florida Instructional Materials Adoption Portal:
www.flimadoption.org
Instructional and Library Media Materials Certifications, Plans and Reporting
Certifications, Plans and Reporting

**What**
Annual certifications, plans and reporting by school districts to the Department.

**Why**

**When**
Due dates between March 31-August 1 each year.
Welcome to the Florida Instructional Materials and Library Media District Certifications and Plans Portal.

Florida statutes require the annual submission of instructional materials and library media certifications and plans at designated times.

This portal serves as the reporting mechanism for the required submission of the following documents:

- Annual Requisition Plan for Instructional Materials (section (s.) 1006.28(3)(b), Florida Statutes (F.S.).
- Certification of Alignment and Adoption of Instructional Materials (Form IM-A) (s. 1006.283(1) and (4), F.S.).
- Certification of Implementation of Instructional and Library Media Materials (Form IM-B) (s. 1011.67(2), F.S.).
- Certification of Library Media Training (Form IM-C) (ss. 1006.28(2)(c) and 1006.28(6), F.S.).
- Library and Instructional Materials Objection Report (Form IM-D) (s. 1006.28(e3), F.S.).
Rule 6A-7.0715, F.A.C.
Required Submissions and Due Dates

- **IM-A**
  - Certification of Alignment and Adoption of Instructional Materials
  - Due by March 31

- **IM-B**
  - Certification of Implementation of Instructional and Library Media Materials
  - Due by August 1

- **IM-C**
  - Certification of Library Media Training
  - Due by July 1

- **IM-E**
  - Certification of Estimated Instructional Materials Spending
  - Due by July 1
Annual Requisition Plan

• Section 1006.28(3)(b), Florida Statutes:
  • Each district school superintendent shall notify the department by April 1 of each year the state-adopted instructional materials that will be requisitioned for use in his or her school district. The notification shall include a district school board plan for instructional materials use to assist in determining if adequate instructional materials have been requisitioned.

• The Annual Requisition Plan is to be filled out and submitted within the district portal.

• Due annually by April 1.
Certificate of Alignment (Form IM-A)

- Rule 6A-7.0715, F.A.C.:
  - Where a school district implements its own instructional materials program under s. 1006.283(1) and (4), F.S.
- The form can be downloaded in the district FLIM portal.
- Due annually by March 31.
Certification of Implementation of Instructional and Library Media Materials (Form IM-B)

- House Bill 5101 in the 2023 legislative session amended s. 1006.28(3)(c), F.S.
  - This form was updated in August 2023.
- The form can be downloaded in the district FLIM portal.
- Due annually by August 1.
Certification of Library Media Training (Form IM-C)

• Section 1006.29(6), F.S.:
  • Each superintendent must certify that school librarians and media specialists who are employed by the school district and who are involved in the selection of library media materials for students, have completed the Library Media Training.
  
  • The form can be downloaded in the district FLIM portal.
  • Due annually by July 1.

www.FLDOE.org
Certification of Estimated Instructional Materials Spending (Form IM-E)

- House Bill 5101 in the 2023 legislative session amended s. 1006.40(1), F.S.
- Each superintendent shall certify to the Commissioner the estimated allocation of state funds for instructional materials, for the ensuing fiscal year.
- The form can be downloaded in the district FLIM portal.
- Due annually by July 1.
Rule 6A-7.0714, F.A.C. 
Required Submission and Due Date

- School districts must report objections using the Library and Instructional Materials Objection Report, Form IM-D.
- The form can be downloaded in the district FLIM portal.
- Due annually by June 30.
Questions? Contact Us!

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• General Questions
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