

Georgia Department of Education

Timeline for Georgia Learning Resources Recommendation Cycle

2011 State-Recommended List for Grades 6-12 Career, Technical and Agricultural Education (CTAE)

Date	Event
August 19, 2010	Information Board item inviting State Board of Education to nominate persons to serve on the 2010 Learning Resources Advisory Committee for Grades 6-12 Career, Technical and Agricultural Education
November 5, 2010	Recommendations due from State Board of Education for Learning Resources Advisory Committee membership
December 17, 2010	Recommendations from the GaDOE staff for Learning Resources Advisory Committee membership
January 13, 2011	Publisher informational meeting (Webinar) to explain recommendation cycle and answer process questions
February 2, 2011	Intent to bid memo sent to publishers of record and posted on the GaDOE website (including Publisher Information Form, GPS correlation form and sample, 2011 List of State Funded Courses, Guidelines for the Electronic Versions of Textbooks, and the 2011 Timeline for Georgia Learning Resources Recommendation Cycle)
February 1, 2011	Begin preparing and processing contracts for Learning Resources Advisory Committee
February 15, 2011	Item due from Publishers: <ul style="list-style-type: none"> • Publisher Information Form
March 11, 2011	Items emailed to publishers: <ul style="list-style-type: none"> • 2011 Georgia Official Learning Resources Submission FORM 0221 • Instructions for completing the 2010 Georgia Official Learning Resources Submission FORM 0221 • GPS Correlation Form • Sample GPS Correlation Form • Guidelines for electronic versions of textbooks • Materials retrieval intention form • 2011 Learning Resources Recommendation Agreement
April 2011	Board approves the 2011 Learning Resources Advisory Committee <ul style="list-style-type: none"> • List of committee members and evaluation sites and times are posted on the GaDOE website
April 22, 2011	Items due from Publishers: <ul style="list-style-type: none"> • Signed Learning Resources Agreement • Materials retrieval intention form • Completed FORM 0221 bid submission
May 13, 2011	Publisher presentation schedule, list of evaluation sites, and delivery/retrieval schedule emailed to textbook publishers
June 13-17, 2011	Mandatory publisher presentation to Learning Resources Advisory Committee <ul style="list-style-type: none"> • Correlation to the Georgia Performance Standards due from publishers at time of presentations
June 20-24, 2011	Publisher representatives deliver learning resources and GPS correlations to the thirteen evaluation sites
June 27-July 14, 2011	Educators and public visit and examine resources at evaluation sites
July 18-22, 2011	Publishers retrieve learning resources from the evaluation sites. Committee members supervise retrieval, disband the site, organize collected evaluations of materials and prepare summaries.

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Date	Event
July 26-27, 2011	Advisory committee meets to compile recommended list of learning resources for approval by State Board of Education. Publishers may attend to answer questions that arise.
August/September 2011	Recommended list of learning resources presented to State Board of Education for approval.
September/October 2011	School systems and publishers notified of State Board approval of the recommended list of learning resources for Grades 6-12 Career, Technical and Agricultural Education (CTAE)
November 2011	Titles published on the GaDOE website
December 2, 2011	Publishers notify GaDOE about their distributors
February 3, 2012	Publishers have electronic versions of recommended student textbooks available for purchase.

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