
Texas Instructional Materials Reviewer: K–12 ELAR

Job Description

The Texas Education Agency (TEA) encourages Texas educators and experts to [apply](#) to become a reviewer of English language arts and reading (ELAR) instructional materials, such as textbooks or online instructional programs

Individuals who are selected to join this elite group of Texas educators will have the opportunity to broaden their impact, work with a talented group of peers, expand their professional network, and receive continuing professional education (CPE) credit along with a stipend in recognition of their contribution to this important statewide effort.

The Project

Teachers deserve great instructional materials that include built-in supports and resources to help students at all levels to be excited to learn. Instead of having to search for ways to reach struggling students so they don't get discouraged, or find activities for more advanced students so they don't get bored, teachers should be able to spend their time bringing existing lessons to life for all students. Providing teachers with better instructional materials that align to the TEKS, include rich, relevant texts, and offer supports to meet students' diverse needs will help ensure every student learns what they need to succeed in the next grade.¹

TEA is developing an online Instructional Materials Portal (IMP) to provide clear, transparent, and user-friendly information about the quality of instructional materials using evidence captured by teams of Texas educators. As a part of that development process, TEA has contracted with Safal Partners to conduct independent reviews of instructional materials to support tens of thousands of educators by making available information that can help stakeholders select high-quality instructional materials vetted by fellow teachers and education experts.

This process will complement and augment the established State Board of Education's (SBOE) TEKS-alignment process, designed to capture what percentage of standards are met. All materials reviewed for quality will also be reviewed through the SBOE's TEKS alignment process, and the results of the SBOE process will be featured as a part of the quality reviews.

Safal Partners, as TEA's contractor, is seeking talented K–12 teachers, school leaders, instructional coaches, local education agency (LEA) staff, and ELAR content experts across Texas to serve as **Instructional Materials Reviewers**. Selected reviewers will work in small teams to collect evidence and conduct quality reviews of instructional materials. Reviewers will collaborate with ELAR educators and experts from across Texas to produce instructional materials ratings and reports. LEAs and educators across Texas can use these reports to support their local instructional materials adoption decisions.

Reviewer Roles

If selected, reviewers will be placed on a team comprised of five individuals. Team members will be assigned to one or more of the following roles on their team: Reviewer, Writer, and Team Lead.

- **Reviewer** - Responsible for collecting evidence for assigned indicators, scoring assigned indicators, participating in virtual working sessions with their team, and working towards consensus
- **Writer** - Produce reports based on the evidence their team collects about their assigned instructional materials
- **Team Lead** - Serve as reviewers while also managing their teams to successfully review the materials

The application is uniform across roles, and Safal will engage with candidates during the selection process to provide additional information.

Reviewer Qualifications

Reviewers will play a leading role in supporting the selection of high-quality materials for their colleagues and students across Texas. **All Texas educators, subject to restrictions below, are eligible to apply to be a reviewer.** This includes classroom teachers, other school-based staff, district/LEA-based staff, education service center (ESC) staff, and faculty of institutes of higher education. Reviewers will have:

- Deep content knowledge and experience with English language arts and reading, including an understanding of the TEKS in ELAR
- A proven track record of achieving ambitious results with students
- Passion for increasing educator capacity to seek, develop, and demand the highest quality materials
- Commitment to ensuring Texas students have access to high-quality instructional materials
- The ability to participate in virtual conferences and collaborate with fellow reviewers as often as once a week during the review cycle

Applicants are *not* eligible to serve as a reviewer if they have received monetary or non-monetary benefits (within the past seven years) from publishers/developers of instructional materials, including but not limited to education technology materials. This includes authoring or co-authoring an instructional resource currently on the market.

Reviewer Benefits

Selected reviewers will receive the following benefits:

- Free, high-quality intensive training and ongoing professional development for which they will earn continuing professional education (CPE) credit
- Total compensation for IMQE reviewers who complete all trainings and all reviews will be \$2,500. This is split into three separate payments:
 - \$625 stipend that reviewers will receive after attending the initial, required training
 - \$1,250 stipend will be paid upon successfully completing the review process for a set of instructional materials
 - \$625 will be received after a review is completed for completing the ongoing professional development
- Additionally, team leads will receive additional compensation of \$1000 for the additional time, responsibility, and training associated with this role
- IMQE reviewers will be reimbursed for travel expenses

Reviewer Commitment

Reviews

Review teams are expected to complete at least one review from June 2019 to November 2019, with the majority of work taking place between July and October. In some instances, a review team may be asked to review changes to a set of materials that have been updated by a publisher. In these instances, reviewers will receive a pro-rated stipend based on the size of the request. Team leads, and reviewers will commit to:

- Team Meetings: 1 hour weekly (*Virtual*)
- Individual review of materials: 8-10 hours weekly

Training

Selected reviewers must attend a mandatory three-day training scheduled for June 15–17, 2019 to kick off the review process (*in-person, location: Houston*). Travel will be reimbursed, lodging will be paid for up front by Safal, and meals will be included subject to applicable legal eligibility requirements. TEA will also provide funding for substitute coverage for classroom teachers, subject to grant approval and the ability of funding.

Reviewers selected to be Team Leads will have additional meetings during the review process including a possible additional in person session during Fall 2019.

How to Apply

Complete the brief initial [application](#) today.

The priority deadline for applications is **Friday, April 19**. Beyond that, applications will be reviewed and advanced on a rolling basis until all spots are filled. Safal expects to receive more applications from qualified candidates than there are spots available, so educators are strongly encouraged to apply as soon as possible to increase the likelihood of being selected for this role.

After the initial application screening, candidates invited to continue in the selection process will complete a performance exercise related to the work of a reviewer and share student outcome data on their classroom experience, if applicable. Finalists will then be asked to participate in a final phone/video interview.

Contact IMQE@safalpartners.com with questions.

ⁱ “Curriculum Research: What We Know and Where We Need to Go” (Washington: StandardsWork, 2018)