

2020 Structured Literacy RfA Webinar Questions

1. Q: I just read through the RFA and am trying to determine if this adoption includes handwriting or keyboarding? If materials are not reviewed will you require correlations? I noticed 1 handwriting standard for grades K-1 and 1 standard for using digital tools for grades K- 3 in the latest published NM Common Core Standards for ELA.

Will there be another RFA for grades 3-5? If so when?

A: The Structured Literacy special adoption cycle is focused on materials that address the seven components of structured literacy: phonology, orthography, morphology, syntax, semantics, pragmatics and discourse.

A: There will be an RfA for a full adoption of K-8 ELA, SLA, ELD and World Languages following this RfA, scheduled for later this fall.

2. Q: Regarding “Research-Based Effectiveness,” is there a research-based effectiveness” requirement for supplemental materials? In the Definitions section (page 8), the RfA states a requirement for core, not supplemental: “For core instructional material, evidence shall include an independently conducted experimental or quasi-experimental research study or review by nationally-recognized, independent experts in curricula review. LEA-created core instructional materials may also demonstrate effectiveness using correlational evidence that students using the core instructional material meet or exceed grade-level proficiency as measured by the state assessment.” On page 10, under B. Research-Based Effectiveness Determination, the RfA states “The department may accept any applications that satisfy all criteria outlined in this RFA, including criteria for determining research-based effectiveness. Structured Literacy materials found to be research-based effective will be recognized as such on the Adopted Multiple List.”

A: There is not a requirement to provide evidence of Research-Based Effectiveness. Programs that provide this information that is found to be appropriate will be identified as Research-Based Effective in the Adopted Multiple List.

3. Q: Are samples required with the response to the RfA? Or are they only required once a publisher’s bid has been accepted (Form B: “Provider/Publishers are required to file (upon notification that their bid has been accepted) samples of material and to furnish to the state—when requested during the six-year life of this adoption...”).

A: Samples provided to the state are not required for this adoption except to interested districts or schools.

4. Q: Are publishers required to submit a correlation to the state’s ELA standards with its bid?

A: Correlations are not required for the submission of Supplementary material.

5. Q: Are Lexile measures REQUIRED for Supplementary material? Q. Column Q—Lexile Measure/Page 34 of RFA states that “Lexiles are mandatory for Core student editions,” and the RfA instructs the publisher to “enter the Lexile measure, if available, for any other category and for Supplementary material.” This language in quotes makes it sound like Lexiles are required for Supplementary material.

A: Lexile measures are not required for Supplementary material. However, if Lexile measures are available, it is in the providers'/publishers' best interest to include them.

6. Q: Question 2 on FORM A asks for a "New Mexico Distribution Point/Depository." We are a digital provider so I am not clear what should go on this online.

A: All publishers must request a publisher code from the depository. Digital materials will still be listed on the iStar system for ease of ordering for districts.

7. Q: What is meant by "Pursuant to Section 22-15-8 NMSA 1978, the department may choose not to review supplementary materials" (page 5)?

A: The review of supplementary material is not a requirement of the Instructional Material Law as it is for core instructional material.

8. Q: Regarding fees- Is it a requirement for submission on a Government RFA to have non-refundable fee submissions?

A: Section 22-15-8 NMSA 1978 states: "The department shall charge a processing fee to vendors of instructional material not to exceed the retail value of the instructional material submitted for adoption." We are looking into a response to "non-refundable" portion of this question.

9. Q: Please clarify the difference between adaptive text and supplementary text.

For example: are their particular student populations that you feel need one type of text versus another?

A: An adaptive text is a text that would support students with special needs that may require specific alterations to support their learning. Supplementary texts are supporting instructional materials used to reinforce, enrich, or enhance instruction driven by core instructional material.

10. Q: On page 15, Section K, item 3, it says that publishers are prohibited from conducting a pilot program in the content area under review in which schools receive free material and professional development during the twelve months prior to the summer review institute. Could you please explain what "during the twelve months prior to the summer review institute" means?

A: This requirement is for core materials submitted for review and therefore will not be a factor in this submission.

11. Q: For this submission, does New Mexico want professional learning offered and priced, or only products?

A: Instructional Material bid submissions are for product only.

12. Q: What is the evaluation process for supplementary materials? What are the evaluation criteria for supplementary material adoption?

A: There will not be an evaluation process for supplementary materials.

13. Q: Would online learning platforms be considered for this adoption?

A: Providers/Publishers are encouraged to submit print and digital materials.

14. Q: Please confirm that there are no forms C and/or D.

A: This adoption is for Supplementary materials and therefore the forms C, D and F are not required for this submission.

15. Q: Please confirm how many years this adoption is for.

A: This adoption will be from September 30, 2020 to December 31, 2027. It is a little longer than the usual 6 year cycle as it will also roll into the next adoption cycle which is K-8 ELA, SLA, ELD and World Languages.

16. Q: How do we calculate the processing fee if we provide tiered and multi-year pricing options?

A: Guidance for multi-year pricing can be found on page 31 of the RfA. Tiered pricing is not an option that is supported on the Adopted Multiple List.

17. Q: 'RfA Informational Conferences for Providers/Publishers' on p.6 - When does IMB expect conference calls/virtual meetings with prospective vendors to be scheduled?

A: The informational conferences will be scheduled the weeks of August 17, 2020 and August 24, 2020.

18. Q: When will IMB send the Google Drive for publishers to submit materials?

A: The IMB will send the Google Drive information once the Form A has been received.

19. Q: Please explain the Transfer of Title Ownership In Section 3 (Terms). How does this requirement relate to software as a service?

Q: 'Transfer of Title Ownership' on p. 12 - When are vendors expected to mail letters to PED IMB?

A: The Transfer of Ownership applies only if/when a provider/publisher no longer supports the product that is listed on the Adopted Multiple List.

20. Q: Number 3 under Section D on p. 13 (No duplication of titles submitted previously) - If our solution is accepted for this adoption, does this requirement preclude us from offering our solution for future opportunities, e.g., other grade bands or other instructional needs? For example, if a Grade 3-5 adoption is released, could we offer our solution for that solicitation?

A: This submission will be merged with the K-8 ELA, SLA, ELD and World language submission. Specific cases can be discussed during the scheduled conference with IMB.

21. Q: Number 8 under Section D on p. 13 (Digital material) states that "all submissions consisting of, or incorporating, digital content must be compatible and readable on any platform". Which platforms will be utilized?

A: Digital content must be accessible using any browser and device neutral.

22. Q: Number 9.C under Section D on p. 13 (Free instructional material) - Are Spanish versions required?

A: No, Spanish versions are not required.

23. Q: Section H on p. 14 (Designation of Depository) - We provide an online product. What materials are we required to provide to the material depository?

A: All publishers must request a publisher code from the depository. Digital materials will still be listed on the iStar system for ease of ordering for districts.

24. Q: Section J (Provider/Publisher Agreements), pg. 15 - Will this adoption result in a purchase or is this adoption to create an approved vendor list?

A: Districts and schools have local control when purchasing instructional materials. The state provides an Adopted Multiple List to support the selection of materials at the district and school level.

25. Q: Are schools required to purchase materials that are adopted through this RfA from the textbook depository; or can they instead purchase materials directly from the publisher?

A: Schools are not required to purchase through the depository, however, it is the preferred method for most districts as they are more rural and they can receive their materials more directly from the depository.

26. Q: After submitting our products for the Supplementary K–2 Structured Literacy adoption, will we also be able to submit the same products to the upcoming K–8 ELA Adoption?

A: This submission will be merged with the K-8 ELA, SLA, ELD and World language submission. Specific cases can be discussed during the scheduled conference with IMB.

27. Q: Are the currently posted bid documents all that are required for the submission process? Or will additional forms, document, samples and/or correlations be required later in the process?

A: All required forms are posted with the RfA. Forms A, B and E are the only forms required for this submission.

28. Q: One item that was not discussed is "B" on page 10 about the **Research-Based Effectiveness Determination**. It refers to "criteria for determining research-based effectiveness." Where can we find such criteria? How should we submit the evidence regarding research-based effectiveness?

A: There is not a requirement to provide evidence of Research-Based Effectiveness. Programs that provide this information that is found to be appropriate will be identified as Research-Based Effective in the Adopted Multiple List.

29. Does the textbook depository maintain a certain amount of inventory? If so, what is the amount required?

A: This is a question that will need to be answered directly from the depository personnel. The name and number can be found in the RfA.

30. Q: Pg. 13 of the RFP indicates teacher editions are to be offered for free with class orders. Does that apply to this supplemental request? If so, can the free teacher edition(s) be provided digitally only?

A: Yes, this is a requirement of this submission and can be provided digitally.

31. Q: What happens if they are only available in digital?

A: All digital materials are acceptable.

32. Q: Is a written description of the proposed program required with submission? If so, are there guidelines for that description?

A: A written description of proposed programs is not required with submissions.

33. Q: Does shipping need to be included in price? Typically when working with an adoption involving a depository we are asked to include shipping and handling in our proposed price. Can you confirm you do NOT want shipping included in our pricing?

A: The price on your Form E is only the retail price. Shipping and handling are NOT included on the Form E submission.

34. Q: If discounting is volume-based, is there a place to indicate discounting thresholds?

A: There is not a place to indicate discounting thresholds; volume discounting of materials on our adopted multiple list is not an option.

35. Q: Does a digital subscription need to cover the entire 7 years or is a smaller subscription length (ie 3 year, 1 year, etc) ok for a supplemental call?

A: The subscription should be available for the full length of the adoption, however, you can sell 1 year, 3 year, 7 years of the subscription.

36. Q: Who is the conference call invitation sent to?

A: The conference call invitation will go to the designated contact representative on Form A. Please submit Form A as soon as possible to imb.contact@state.nm.us so that we can set them up.

37. Q: Could you please let me know what should be put under imprint and NM Provider/Publisher code?

A: The imprint column is provided for those publishers who publish for several companies. The NM Provider/Publisher code can be obtained from the depository by calling or emailing them directly. That contact information is located in the RfA.

38. Q: If we respond to this RfA, do we have to ALSO respond to the one in the fall if our materials are supplementary?

A: You are not required to respond to the RfA for K-8 ELA, SLA, ELD and World Languages if you have responded to this RfA.

39. Q: Does the New Mexico Public Education Department intend to review submitted programs to determine whether those self-identified as "structured literacy" fit the definition as described in the RfA?

A: There is not a formal review of the materials that are submitted and self-identified as "structured literacy," however the accuracy of submissions will be determined based on the descriptions provided in the Material Title column of Form E.

40. Q: Structured literacy is defined slightly differently in two sections of the RfA (see below). Which definition is the New Mexico Public Education Department using to evaluate programs?

--Page 5: Structured Literacy is characterized by the provision of systematic, explicit instruction that integrates listening, speaking, reading, and writing and emphasizes the structure of language across the speech sound system, the writing system, the structure of sentences, the meaningful parts of words, the relationships among words, and the organization of spoken and written discourse. Structured Literacy materials are informed by and based on the Science of Reading evidence and competency-based learning by including differentiation for what students know and what they need to know, allowing for personalized instruction. Scaffolding for English learners to aid in their achievement of academic success is within Structured Literacy materials. The materials include all components: phonology, orthography, morphology, semantics, syntax, pragmatics and discourse.

--Page 8 (Definitions): Structured Literacy -means systematic, cumulative, explicit, diagnostic, and multisensory instruction that includes deep content knowledge and specific teaching expertise that focuses on the elements of phonological awareness, word recognition, phonics and decoding, spelling, and syntax at the sentence and paragraph levels for the prevention of reading deficits.

A: The description provided on page 5 is just that, a description of what Structured Literacy is for the purposes of this submission. The definition on page 8 is the definition listed in regulation for Structured Literacy. (6.20.17 NMAC Structured Literacy)

41. Q: When will this RfA for Structured Literacy programs be issued again in the future?

A: NMPED will not be issuing another RfA for Structured Literacy specifically. It will be a part of the K-8 ELA Request for Applications in the future.

42. Q: Will Structured Literacy be a submittal option for the ELA adoption in the Fall of 2020? Or will the Fall 2020 adoption be just for Supplementary and/or Core materials, with no ability to list Structured Literacy programs?

A: Structured Literacy will be a part of the K-8 ELA,SLA, ELD and World Languages RfA that is scheduled to be posted in the Fall of 2020. This RfA will include the submission of core and supplementary materials.

43. Q: Can you elaborate regarding “The Provider/Publisher’s submission of Form B Certification of Standards—Print and Digital Material guarantees the durability of textbooks for the six-year adoption cycle.”? Does this mean that the Provider/Publisher would have to replace textbooks that either Archway or the school/district says are no longer usable due to wear and tear?

A: This is in reference to the durability of materials under normal conditions and that materials should be able to withstand everyday wear and tear for the full adoption cycle.

44. Q: Can you elaborate on “Provider/Publishers are required to file (upon notification that their bid has been accepted) samples of material and to furnish to the state—when requested during the six-year life of this adoption—similar, adequate, and complete specimens of such material used in any subsequent printing and/or binding manufactured and delivered to the state under this adoption.”? When would these samples be requested? How many samples?

A: This is in reference to the manufacturing of materials. If there is a change from the initial submission regarding the manufacturing of said materials, a sample would need to be provided upon request to ensure similar, adequate and complete submissions are made to replace any materials originally submitted.

45. Q: On Form E, can we submit or list a subset of our program, i.e. only certain components?

A: Yes, you may list any configuration of the components as long as they fit the description of Structured Literacy.

46. Q: Can a publisher propose Deviations and/or Exceptions as part of its response to the RfA? If so, where in the response can that be included?

A: This would need to be discussed at the Provider/Publisher conference to determine what is being proposed.