



Instructional Materials Committee

The meeting and submission schedule for the Instructional Materials Committee meetings for 2019-2020 is listed below. According to Instructional Materials Policy, the timeline for submission of books is two weeks prior to each Instructional Materials Committee meeting. Please make sure your staff are aware of these dates.

Submission Deadlines	Materials Distributed for Review	Meeting Dates (4:30 p.m. - Thursdays)	Board Approval Date
September 12	September 19	October 3	October 21
September 26	October 3	November 7	November 18
October 31	November 7	December 5*	January 13
November 26	December 5	January 9	February 10
January 6	January 9	February 6	March 9
January 30	February 6	March 5	March 30
February 27	March 5	April 2	April 20
March 26	April 2	May 7	May 18
April 30	May 7	June 4	June 22

All meetings are held at the District Resource Center in the Sammamish Room, unless otherwise noted below.

*** Hughes – December 5, 2019**

Please remind your staff that they must send a minimum of **three** copies of each book or material and the correct forms, completed in their entirety, to the Curriculum Office by the submission date. An informational meeting is held at the beginning of each school year to inform both staff and the public on the Instructional Materials Policy and processes.