

2025 IM CALENDAR

JANUARY	FEBRUARY	MARCH
<ul style="list-style-type: none"> • Prepare budget to present to IMTA team • Begin gathering information about consumables • New Adoptions- decisions made soon 	<ul style="list-style-type: none"> • Finalize consumable needs • New Adoptions- finalize decisions w/ IMTA Team • New Adoption- prep board agenda item • Attend R12 IM Showcase 	<ul style="list-style-type: none"> • Final disbursement requests/shipping • Identify & prep gap year purchases • Adoptions- present to the Board • Secure PD dates • EMAT closes
APRIL	MAY	JUNE
<ul style="list-style-type: none"> • EMAT closed • Check projected enrollment/ course selection • Start receiving consumables • Develop a plan for campus audits 	<ul style="list-style-type: none"> • EMAT reopens • Finalize purchases & funding w/ IMTA team • Identify & remove old materials • Request consumable order for new year • IM Certification due 	<ul style="list-style-type: none"> • Attend IMCAT summer • Cont. EMAT order (80% rule) • Campus audits • Barcode new materials • Enter materials in tracking system
JULY	AUGUST	SEPTEMBER
<ul style="list-style-type: none"> • Cont. receiving IM • Enter materials in tracking system • Prepare deliveries of consumables • Identify textbook staff on campus & train • Dual credit needs 	<ul style="list-style-type: none"> • Cont. receiving IM • Enter materials in tracking system • Prepare deliveries of consumables • Identify textbook staff on campus & train • Dual credit needs 	<ul style="list-style-type: none"> • Identify committees to review new materials • Review upcoming IMRA titles from summer reviews • IMTA team meeting to discuss summer & future purchases
OCTOBER	NOVEMBER	DECEMBER
<ul style="list-style-type: none"> • Identify committees to review new materials • Review upcoming IMRA titles from summer reviews • IMTA team meeting to discuss summer & future purchases 	<ul style="list-style-type: none"> • SBOE approves new HQIM • Determine if your district needs new materials • Register for IMCAT winter • Register for R12 IM Showcase 	<ul style="list-style-type: none"> • SBOE approves new HQIM • Determine if your district needs new materials • Attend IMCAT winter • Register for R12 IM Showcase