

January 2011
Process for Review and Revision of Texas Essential Knowledge and Skills (TEKS)

| Step | Activity |
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| 1 | Texas Education Agency (TEA) staff notifies public of review process via ListServes and presentations including deadline for applications to serve on TEKS review committees. TEA contacts organizations such as the Texas Association of School Boards (TASB) for assistance in providing information to non-educators. |
| 2 | State Board of Education (SBOE) members make SBOE TEKS review committee nominations to include educators, parents, business and industry leaders, and employers. [TEC §28.002(c)] The role of committees is to aid the SBOE in meeting their statutory requirements. |
| 3 | TEA notifies SBOE members of their nominations' placement on a TEKS review committee and notifies TEKS review committee members of their appointment. There will be representation from all board members. |
| 4 | SBOE may designate up to seven expert reviewers. To be designated, the expert must be qualified to be on the panel. To be qualified, the expert must have (1) a minimum of a bachelor's degree from an accredited college or university, (2) demonstrated his or her expertise in the subject area in which he or she is being appointed, and (3) either taught or worked in such field. If qualified, and such expert is nominated by two or more board members, the expert shall be placed on the expert review panel. A board member may not nominate more than one expert. |
| 5 | TEA sends current TEKS to expert reviewers for initial feedback and recommendations. |
| 6 | The SBOE provides the charge to the TEKS review committees based on expert recommendations to: <ul style="list-style-type: none"> - use the current TEKS as the foundation document; - consider the general course of study, not what might be covered in an Advanced Placement course; - consider college readiness standards when revising the TEKS; - ensure revisions are in compliance with all related statutes; - provide justification for all suggested revisions; and - track all revisions to show what has been changed. Any and all documents must be left with TEA staff. |
| 7 | TEKS review committee members work face-to-face (which is the preferred method of meeting) or by videoconference if face-to-face is not possible. TEA staff, in consultation with the SBOE, determines the number of work days needed. Work completed at the conclusion of each meeting will automatically be sent to SBOE members. |
| 8 | TEA staff prepares draft documents that reflect TEKS review committee recommendations to be posted online for informal feedback. |
| 9 | Experts review proposed revisions to TEKS and provide feedback and recommendations. |
| 10 | Experts and one representative from each TEKS review committee provide invited testimony at an SBOE meeting. |
| 11 | TEA staff receives and compiles informal feedback. |
| 12 | TEA staff sends compiled informal feedback and expert recommendations to SBOE members. |
| 13 | TEKS review committees reconvene to make additional revisions to TEKS based on expert recommendations and informal feedback. Experts may be invited to this meeting. |
| 14 | SBOE discusses comments received from TEKS review committee members, and expert reviewers and directs TEA staff to prepare draft rule text with any requested revisions/edits. |
| 15 | SBOE holds a public hearing and completes first reading and filing authorization. (for 30 day official public comment period – Texas Register). |
| 16 | SBOE holds second public hearing prior to the end of the 30 day public comment period. |
| 17 | TEA summarizes public comments and provides summaries to the SBOE prior to the second reading and final adoption. |
| 18 | SBOE members review comments and work on proposed amendments. |
| 19 | SBOE members share proposed amendments with one another prior to second reading and adoption. |
| 20 | SBOE discusses and completes second reading and adoption of the TEKS with a specified implementation date. |

* Updates are provided throughout this process to the SBOE as appropriate and/or upon request by the Chair.