



**COMMONWEALTH of VIRGINIA**  
DEPARTMENT OF EDUCATION

**DATE:** April 24, 2023  
**TO:** Division Superintendents  
**FROM:** Dr. Lisa Coons, Superintendent of Public Instruction  
**SUBJECT:** **Application for Reviewers for Virginia Literacy Act Instructional Material Review**

The Virginia Department of Education (VDOE) is seeking applications from educators to serve on Program Review Teams that will conduct reviews of K-5 core literacy programs, and K-8 supplemental and intervention literacy programs. Reviewers will be trained and supported to conduct curricular reviews of core, supplemental and/or intervention literacy programs using rubrics that align with the [Virginia Literacy Act](#) (VLA). Teachers, reading specialists, instructional coaches, administrators, division leaders as well as educators who speak a language other than English are encouraged to apply.

The VLA, which was signed into law in 2022, focuses on improving K-3 literacy outcomes for all students in the Commonwealth. The VLA requires the VDOE to recommend instructional programs – including core, supplemental, and intervention materials – for approval by the Virginia Board of Education (VBOE). The VDOE has partnered with the Virginia Literacy Partnerships (VLP) in the School of Education and Human Development at University of Virginia to conduct at least two rounds of reviews of instructional materials.

The role of these Program Review Teams will be to conduct curricular reviews of submitted core, supplemental and intervention literacy programs, using rubrics that align with the eligibility requirements outlined in the Virginia Literacy Act. These reviews will result in a *Recommended Instructional Program Guide* that will be submitted to the VDOE for consideration by the

Virginia Board of Education (VBOE). The VBOE will publish an *Approved Instructional Program Guide*.

The Program Review Teams will:

- Attend a mandatory training webinar on using rubrics to evaluate instructional programs according to criteria set forth in the VLA;
- Conduct reviews from May through July/October (anticipated dates subject to change);
- Complete work independently, including scoring programs on a wide variety of criteria and making note of evidence;
- Meet virtually with a Review Team led by a Facilitator to norm and come to consensus;
- Write summaries of how programs do or do not meet expectations in specific categories;
- Receive feedback on summaries from Facilitator and revise writing as necessary.

Program Review Teams will be composed of educators and experts in literacy. Reviewers are expected to reflect the diversity of Virginia's early public education system and the organizations that work to support literacy for all learners.

Please click [here](#) for more information describing the reviewer role and how to apply to serve on a Review Team. The deadline for applications is **Thursday, April 27, 2023**.

Questions regarding the Virginia Literacy Partnership's Program Review Teams may be emailed to [VLP-VLA@virginia.edu](mailto:VLP-VLA@virginia.edu).

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