



2025 HQIM Content Review

Team Member Application Questions

[70 O.S. § 16-102 \(E\)](#) requires the OSDE, in coordination with the STC, to approve an application process to annually select review teams of subject matter experts for each subject area under review to assist the Committee. Team members must have specific expertise in the subject area being reviewed and must consist of at least 12 members.

The following questions are presented to the STC for approval to recruit teachers for instructional material review. (All required questions have a red star at the end of the question.)

Introductory Questions

These application questions are in place to collect the necessary contact information.

- Full legal name
 - School district
 - School email address
 - Primary phone number
 - Personal email address
 - Mailing address
 - Content Area Selection (**PK-2nd Social Studies, 3rd – 5th Social Studies, 6th – 8th Social Studies, 9-12th Social Studies, PK-5th Social Studies Content Reading, 9th – 12th Personal Financial Literacy**)
 - Highest level of education completed
-

Educator Experience

These questions are intended to collect information regarding the applicant's general experience as an educator for the respective content areas of the adoption cycle. Content-specific questions are viewable by the applicant's selected content area of interest.

- Please list your professional certifications.
 - Please select how many years of experience you have in the selected content area.
 - Please describe your current or most recent role in the selected content area.
 - Describe any qualifications (past experiences, academic background, professional organizations, etc.) you possess that make you well-qualified to serve on the instructional material content review team.
-

Scheduling Availability

Once an applicant is approved and selected for the review team, scheduling availability is asked. Availability does not impact candidacy; it helps to plan final selection and make alternative arrangements as needed.

- Content reviewers attend bi-weekly virtual meetings with their teams. Since reviewers are primarily practicing educators, we do our best to schedule these meetings around your availability. Do you have concerns about the time commitment/working virtually?
 - Please describe your availability for an in-person training event in June or July. Your availability will not impact your candidacy; it will help us plan the final selection and make alternative arrangements as needed.
 - Employment Status?
-