

Invitation to Submit Instructional Materials/Textbooks for Evaluation and Adoption in North Carolina

K-12 Science

March 3, 2024

Adoption Process

Planning



Preparation of Invitation outlining procedures and timeline for submission, evaluation, and adoption of the instructional material.

Invitation



Invitation presented to the State Board for approval on first reading.

Invitation sent to publishers on NC publishers' registry.

Evaluation



Involves subject area experts reviewing instructional materials submitted for evaluation and adoption based on the criteria set forth in the invitation.

Recommendation



Comprehensive report along with a list of recommended instructional materials is presented to the State Board of Education for approval.

Adoption



Board officially approves the list of materials, taking into account the Textbook Commission's recommendations, alignment with criteria outlined in the invitation, pricing considerations, and the specific needs of public schools.

Tentative Schedule

Date	Activity
January 29, 2024	Textbook Commission Opening Meeting
March 6-7, 2024	DPI presentation to the State Board of Education (SBE) for invitation approval
March 7, 2024	Invitation Announcement to publishers and producers who are on the NC Publishers' Registry
March 12, 2024	Meeting for Publishers
April 15, 2024	Submission of electronic and hard copy bids
May 9-16, 2024	Submission of bid samples and correlations
July 8-12, 2024	Textbook evaluation sessions
August 19-20, 2024	Deliberations and Reconsiderations Meeting
August 30, 2024	Publishers notified of recommended list
October 2-3, 2024	Recommendations presented to the SBE for approval

Planning Highlights

Planning



Preparation of Invitation outlining procedures and timeline for submission, evaluation, and adoption of the instructional material.

- Invitation prepared in consultation and partnership with
 - The Textbook commission
 - NCDPI staff/content experts
 - Legal counsel
- All print and non-print (technology based) materials will be considered
- Tentative schedule provided to all stakeholders (color coded for convenience)
- Evaluation criteria aligned to the NC Standard Course of Study (developed by DPI staff/content experts)

Invitation Highlights

Invitation



Invitation presented to the State Board for approval on first reading.

Invitation sent to publishers on NC publishers' registry.

- For Publishers - Only publishers listed on the NC publishers' registry are allowed to submit bids for instructional materials
 - Detailed information on the requirements and submission parameters is provided in the invitation
 - Sample documents attached to the invitation
 - Opportunity to attend informational meeting and submit written questions
 - Access to online platform for bid submission(s)
 - Checklists provided

Evaluation Highlights

Evaluation



Involves subject area experts reviewing instructional materials submitted for evaluation and adoption based on the criteria set forth in the invitation.

- Textbook Commission members and evaluation advisors
 - Receive ethics training
 - Training on the use of the evaluation criteria sheets to review materials for content quality.
 - Training and Access to the online platform for evaluating instructional materials and generating comprehensive reports for each bid submission

TEXT-001

Textbook Evaluation Criteria and Invitation to Submit

- Evaluation criteria aligned to the NC Standard Course of Study is developed by DPI staff/content experts
- Evaluation criteria included in the Invitation
- Commission members and Textbook Evaluation Advisors are trained on the use of the evaluation criteria sheets to review materials for content quality

TEXT-006

Legal and Ethical Considerations

At no time during the adoption process* may the Commission members, State Board of Education, Evaluation Advisors, or Department staff involved in submission, evaluation or adoption process meet privately with any publishers' representatives.

*from the time the State Board approves the Invitation until the State Board adopts the list of textbooks

TEXT-006

Textbook Publishers' Registry

- Registered companies receive notice
- Publisher removed if “undue pressure” is exercised toward:
 - State Board of Education
 - Textbook Commission
 - Textbook Evaluation Advisors
 - Department Staff

Presented for Action on First Reading

- Allows time for publishers to develop sample materials for evaluation during the summer
- Allows time for commission members to recruit teachers to serve as advisors
- Provides the opportunity for the availability of adopted materials beginning in the 2025-26 school year

Recommendation

It is recommended that State Board of Education members review and approve the 2024 Invitation.

Thank you!