Welcome

2022 Textbook Evaluation and Adoption Cycle
• K-12 English Language Development
• K-12 Social Studies
AGENDA

- Overview of the Textbook Adoption Process
- Bid Submission Process
- Evaluation
- Overview of the 2022 Invitation
- Next steps
- Closing
Overview of the NC Textbook Adoption Process
§ 115C-85
Defines textbooks

"textbook" means systematically organized material comprehensive enough to cover the primary objectives outlined in the standard course of study for a grade or course. Formats for textbooks may be print or non-print, including hardbound books, softbound books, activity-oriented programs, classroom kits, and technology-based programs that require the use of electronic equipment in order to be used in the learning process.
Non-Print Materials

• Submissions may include web- and subscription-based materials
• Technology-based textbook materials are those basic learning resources that require the availability of electronic equipment.
Textbook Adoption Process

- **INVITATION**: Call for publishers to submit bids
- **EVALUATION**: Review for the alignment of materials to standards and quality criteria
- **RECOMMENDATIONS**: Present a list of materials to the State Board of Education for adoption

**HIGH QUALITY Instructional Materials at the LOWEST COST**
Benefits to Districts/Schools

- Aligned with the NC Standard Course of Study
- Suitable for the grade/instructional level
- Appropriate for Exceptional Children and English Language Learners
- Offered at the LOWEST COST in the nation
Benefits to Publishers

• High Profile in the state
  o Titles placed on the adopted list
  o Districts and schools are encouraged to purchase textbooks on the adopted list

• Centralized shipping to the NC Textbook Warehouse
NC Publisher’s Registry

• Only companies on the NC Publisher’s Registry maintained by the State Superintendent can participate

• Publisher removed if “undue pressure” is exercised toward:
  • State Board of Education
  • Textbook Commission
  • Textbook Evaluation Advisors
  • NCDPI Staff
Undue Pressure

• “Undue pressure” defined as personal contact to advocate for the selection of a particular book or series of books

• Does not include social contact, presentations or written communication to the Commission for reconsideration or clarification
Who is involved?

- General Assembly
- Governor
- State Superintendent
- State Board of Education
- Textbook Commission
- Textbook Evaluation Advisors
- Publishers
- NCDPI Staff
Textbook Adoption

General Statues
§ 115C-85 through § 115C-102

SBE Policies
TEXT-000 through TEXT-008
Textbook Adoption Process

• DPI content consultants develop the criteria for evaluation and selection
• DPI drafts the *Invitation to Submit Textbooks for Evaluation and Adoption in NC*
  • procedures publishers must follow
  • timeline for submission
  • criteria for selection
• The SBE (including its legal counsel) approves the Invitation and then it is distributed to Publishers through the NC Publisher’s Registry
Textbook Adoption Process

• The Textbook Commission selects the advisors who assist in reviewing bid materials.
• The Textbook Commissioners evaluate bid materials, write reports of their evaluations, and provide a recommended list textbooks to the SBE for approval.
• The SBE makes the final decision regarding the list of recommended textbooks for state adoption.
• Contracts are executed.
SBE, Commission Members, Advisors, NCDPI Staff

Standards of Conduct

• Demonstrate highest standards of personal conduct
• Avoid actual or perceived conflicts of interest
• Avoid solicitation or acceptance of any actual or promise of a favor or reward
Bid Submission Process
Requesting Bid Identification Numbers

- Each submission requires an identification number issued by NCDPI.
- A Google form to request identification numbers must be completed.
- The link to the form will be distributed in a message through the NC Publisher’s Registry.
Requesting Bid Identification Numbers

• Identification numbers are alpha-numeric
  • Ex. IPD4000

• The character will be three letters designated by DPI from the Publisher’s/Company’s name

• The **4000** series of numbers will be the base number for all bids for English Language Development (ELD) materials

• The **7100** series of numbers will be the base number for all bids for social studies
Examples of Bid Identification Numbers

- IPD Publishing Company requests 6 identification numbers for English Language Development materials

<table>
<thead>
<tr>
<th>Bid ID #1</th>
<th>IPD4000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid ID #2</td>
<td>IPD4001</td>
</tr>
<tr>
<td>Bid ID #3</td>
<td>IPD4002</td>
</tr>
<tr>
<td>Bid ID #4</td>
<td>IPD4003</td>
</tr>
<tr>
<td>Bid ID #5</td>
<td>IPD4004</td>
</tr>
<tr>
<td>Bid ID #6</td>
<td>IPD4005</td>
</tr>
</tbody>
</table>

DPI Assigned Identification Numbers for 6 bid submissions:

In this example IPD is created from the company’s name IPD Publishing Company.
Examples of Bid Numbers

- IPD Publishing Company initially requests 6 identification numbers for bid submissions. The company decides to add four (4) more submissions.

<table>
<thead>
<tr>
<th>Original Bid ID#’s requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>IPD4000</td>
</tr>
<tr>
<td>IPD4001</td>
</tr>
<tr>
<td>IPD4002</td>
</tr>
<tr>
<td>IPD4003</td>
</tr>
<tr>
<td>IPD4004</td>
</tr>
<tr>
<td>IPD4005</td>
</tr>
</tbody>
</table>

After requesting identification numbers, if IPD Publishing Company decides to add 4 more submissions, IPD Publishing Company may create the next four **consecutive** bid numbers continuing the pattern of assigned bid numbers and adding increments of 1:

- IPD4005 + 1 = IPD4006
- IPD4006
- IPD4007
- IPD4008
- IPD4009
Examples of Bid Numbers

- IPD Publishing Company initially requests 6 identification numbers for bid submissions. The company decides to add four (4) more submissions.

<table>
<thead>
<tr>
<th>Original Bid ID#’s requested</th>
<th>Additional ID#’s created after initial request</th>
</tr>
</thead>
<tbody>
<tr>
<td>IPD4000</td>
<td>IPD4006</td>
</tr>
<tr>
<td>IPD4001</td>
<td>IPD4007</td>
</tr>
<tr>
<td>IPD4002</td>
<td>IPD4008</td>
</tr>
<tr>
<td>IPD4003</td>
<td>IPD4009</td>
</tr>
<tr>
<td>IPD4004</td>
<td></td>
</tr>
<tr>
<td>IPD4005</td>
<td></td>
</tr>
</tbody>
</table>
Examples of Bid Numbers

IPD Publishing Company initially requests 6 identification numbers for bid submissions. The company decides to add four (4) more submissions.

IPD Publishing Company now has a total of 10 bid identification numbers.

<table>
<thead>
<tr>
<th>Bid ID #1</th>
<th>IPD4000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid ID #2</td>
<td>IPD4001</td>
</tr>
<tr>
<td>Bid ID #3</td>
<td>IPD4002</td>
</tr>
<tr>
<td>Bid ID #4</td>
<td>IPD4003</td>
</tr>
<tr>
<td>Bid ID #5</td>
<td>IPD4004</td>
</tr>
<tr>
<td>Bid ID #6</td>
<td>IPD4005</td>
</tr>
<tr>
<td>Bid ID #7</td>
<td>IPD4006</td>
</tr>
<tr>
<td>Bid ID #8</td>
<td>IPD4007</td>
</tr>
<tr>
<td>Bid ID #9</td>
<td>IPD4008</td>
</tr>
<tr>
<td>Bid ID #10</td>
<td>IPD4009</td>
</tr>
</tbody>
</table>
Examples of Bid Identification Numbers

• **History First Company** requests 4 identification numbers for social studies materials

<table>
<thead>
<tr>
<th>Bid ID #1</th>
<th>HFC7100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid ID #2</td>
<td>HFC7101</td>
</tr>
<tr>
<td>Bid ID #3</td>
<td>HFC7102</td>
</tr>
<tr>
<td>Bid ID #4</td>
<td>HFC7103</td>
</tr>
</tbody>
</table>

**DPI Assigned Identification Numbers for 4 bid submissions:**

In this example HFC is created from the company’s name **History First Company**.
NC Platform for Publishers

- Receive access information for the NC platform for publishers
- Download cost proposal form from platform
- Submit bid proposal in platform
- Submit bid samples in platform
Cost Proposal Form Example
Purpose of the Cost Proposal Form

• The cost proposal form will be used to enter bid information and prices for textbooks.

• Please save the spreadsheet with the following naming convention:
  Company Name_2022 Cost Proposal
  Ex. IPD Publishing Company_2022 Cost Proposal
Submission Parameters

• Textbook materials may be submitted for any grade level or course the Publisher deems appropriate.

• Cost proposals must clearly state each grade level or course the publisher deems appropriate.

• Textbook materials will only be evaluated for the grade levels or courses specified by the Publisher.

*Refer to pages 1 – 2 of the 2022 Invitation to see the submission parameters.
The North Carolina Cost Proposal Spreadsheet

In accordance to the directions below and the 2022 Invitation, publishers are to fill out the bid submission cost proposal spreadsheet. When you have completed the form, please save it with the naming style of *Company Name_2022 Cost Proposal* ex. IPD Publishing Company_2022 Cost Proposal.

**Bid Submission**

Enter each submission to be presented for evaluation with a 13-digit ISBN. If the submission contains various components, list the components on the spreadsheet. Each component within a submission should have a 13-digit ISBN. This is true even if the same submission is being offered over different periods of time (ex. a two-year offer vs. a five-year offer). Bold the line with the name of the submission and indent the name of any individual components. Do not use dashes when entering the ISBN information.

**Enrichment Material Increments and Accompanying Student Material items**

Enter a list of all bid materials with prices such as Student Edition, Teacher Edition, Digital Edition, and other support materials that will be provided at no additional cost based on the number of core bid materials purchased, such as accompanying student materials and teacher enrichment materials. Publishers may submit up to seven (7) items considered as Teacher Enrichment Materials and up to four (4) items considered as Accompanying Student Materials. Do not use dashes when entering the ISBN information. Example items are provided.
### Example – Cost Proposal Spreadsheet

<table>
<thead>
<tr>
<th>Bid Number</th>
<th>Title</th>
<th>Grade Level or Course Title</th>
<th>ISBN</th>
<th>Publisher</th>
<th>Copyright</th>
<th>Edition</th>
<th>NIMAS Compliant Files?</th>
<th>Net Wholesale</th>
<th>NC Warehouse Allowance</th>
<th>Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFC7100</td>
<td>Social Studies (5-year digital subscription)</td>
<td>Grade 5</td>
<td>9785678912345</td>
<td>History First Company</td>
<td>2023</td>
<td>1</td>
<td>Yes</td>
<td>$760.00</td>
<td>$60.80</td>
<td>$699.20</td>
</tr>
<tr>
<td></td>
<td>Social Studies Digital Student Edition</td>
<td>Grade 5</td>
<td>9785678954321</td>
<td>History First Company</td>
<td>2023</td>
<td>1</td>
<td>Yes</td>
<td>$55.00</td>
<td>$4.40</td>
<td>$50.60</td>
</tr>
<tr>
<td></td>
<td>Social Studies Digital Teacher Edition</td>
<td>Grade 5</td>
<td>9787891234567</td>
<td>History First Company</td>
<td>2023</td>
<td>1</td>
<td>Yes</td>
<td>$47.00</td>
<td>$3.76</td>
<td>$43.24</td>
</tr>
<tr>
<td></td>
<td>Social Studies Digital Resources</td>
<td>Grade 5</td>
<td>9781234956789</td>
<td>History First Company</td>
<td>2023</td>
<td>1</td>
<td>Yes</td>
<td>$35.00</td>
<td>$2.80</td>
<td>$32.20</td>
</tr>
<tr>
<td></td>
<td>Social Studies Digital Assessment Resource</td>
<td>Grade 5</td>
<td>9781234987654</td>
<td>History First Company</td>
<td>2023</td>
<td>1</td>
<td>Yes</td>
<td>$25.00</td>
<td>$2.00</td>
<td>$23.00</td>
</tr>
</tbody>
</table>

| HFC7101    | Social Studies Course |              | 9781234545678 | History First Company | 2022 |     |     | $152.00 | $12.16 | $139.84 |
|            | Social Studies Course Student Edition | World History | 9785678954321 | History First Company | 2022 | 1 | Yes | $55.00 | $4.40 | $50.60 |
|            | Social Studies Course Teacher Edition | World History | 9787891234567 | History First Company | 2022 | 1 | Yes | $47.00 | $3.76 | $43.24 |
|            | Social Studies Course Resources | World History | 9781234956789 | History First Company | 2022 | 1 | Yes | $35.00 | $2.80 | $32.20 |
|            | Social Studies Course Assessments | World History | 9781234987654 | History First Company | 2022 | 1 | Yes | $25.00 | $2.00 | $23.00 |
## Example – Accompanying Student Materials (ASM)

<table>
<thead>
<tr>
<th>Title</th>
<th>Grade Level or Course</th>
<th>ISBN</th>
<th>Ratio Number per classroom; collection purchased; per teacher, per school, per district (specify), also frequency of offer such as annually, quarterly, monthly</th>
<th>Price for Additional Copies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Studies ASM 1</td>
<td>Grade 5</td>
<td>9781122334455</td>
<td>Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption</td>
<td>35.00</td>
</tr>
<tr>
<td>Social Studies ASM 2</td>
<td>Grade 5</td>
<td>9782233445566</td>
<td>Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption</td>
<td>6.25</td>
</tr>
<tr>
<td>Social Studies ASM 3</td>
<td>Grade 5</td>
<td>9783344556677</td>
<td>Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption</td>
<td>7.15</td>
</tr>
<tr>
<td>Social Studies ASM 4</td>
<td>Grade 5</td>
<td>9784455667788</td>
<td>Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption</td>
<td>6.25</td>
</tr>
</tbody>
</table>
## Example – Enrichment Materials (EM)

<table>
<thead>
<tr>
<th>Title</th>
<th>Grade Level or Course</th>
<th>ISBN</th>
<th>Ratio</th>
<th>Price for Additional Copies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Studies EM 1</td>
<td>Grade 5</td>
<td>9781912345678</td>
<td>Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.</td>
<td>250.00</td>
</tr>
<tr>
<td>Social Studies EM 2</td>
<td>Grade 5</td>
<td>9781923456789</td>
<td>Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.</td>
<td>185.00</td>
</tr>
<tr>
<td>Social Studies EM 3</td>
<td>Grade 5</td>
<td>9781934567891</td>
<td>Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.</td>
<td>40.00</td>
</tr>
<tr>
<td>Social Studies EM 4</td>
<td>Grade 5</td>
<td>9781956789123</td>
<td>Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.</td>
<td>40.00</td>
</tr>
</tbody>
</table>
Submission Parameters & Bid Samples
Submission Parameters
Print materials

• It is the responsibility of the Publisher to ensure that each submission is complete and correctly identified.
• Publishers shall provide sample textbook materials according to the schedule set by the North Carolina Department of Public Instruction.
• Sample textbook materials that are print materials, shall be provided in electronic PDF format as designated by the North Carolina Department of Public Instruction. Electronic versions of print materials must be complete and have the same format and content as the print versions. Links and/or access information for electronic materials must be provided.
• All materials must include the identification number that is supplied by the North Carolina Department of Public Instruction.

*Refer to pages 1 – 2 of the 2022 Invitation to see submission parameters.
• Publishers shall provide access information for technology-based programs or other non-print materials according to the schedule set by the North Carolina Department of Public Instruction.
• Access information for all materials must contain the identification number that is supplied by the North Carolina Department of Public Instruction.

*Refer to pages 1 – 2 of the 2022 Invitation to see the submission parameters.
Submission Parameters

Navigation Instructions for Non-Print Material

Publishers submitting technology-based programs or other non-print materials must provide specific instructions on how to navigate all submitted digital materials through the online platform.

Navigation instructions may be provided by video or screen cast no longer than 10 minutes in length.

A link for access to a video or screen cast instructions with navigation instructions must be submitted through the NC platform for publishers according to the schedule and bid proposal guidelines set by the North Carolina Department of Public Instruction.

Access to the instructions must work at all times through October 6, 2022. Contact information for technical support must be provided in the bid submission.

*Refer to pages 1 – 2 of the 2022 Invitation to see the submission parameters.
Bid Samples

• Publishers requesting bid identification numbers will receive information for the NC platform for publishers.

• DPI Official Samples
  • Official samples of print materials must be submitted to the textbook warehouse in print.
  • Official technology-based or other non-print samples must be submitted to the warehouse on a list with login and access information.
  • The official samples must be shipped as explained in the 2022 Invitation.
Bid Samples

• Bid sample materials will be submitted electronically through the NC platform for publishers
  o Submit samples no earlier than **May 9th** and no later than **May 16th**

• The DPI official sample must be mailed to the Textbook Warehouse.
  o Official samples will arrive no earlier than **May 9th** and no later than **May 16th**
Important Reminders
Written Questions Due

• Deadline for submitting written questions regarding the 2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina is March 21, 2022 by 2:00 pm (EST).

• All questions must be written and submitted to kyna.brands@dpi.nc.gov by 2:00 pm (EST) March 21, 2022

• All questions will be answered and distributed to publishers, March 29, 2022
Bid Proposal Submissions Due

April 28, 2022 by 2 p.m.

Bid proposals will be submitted:
• electronically through the NC platform for publishers, and
• by hard copy in the mail

The electronic copies and hard copies must be submitted and received by 2 p.m. (EST) on April 28th.
Bid Samples Due

May 16, 2022

Electronic bid samples and correlations for evaluation must be submitted through the NC platform for publishers on this day.

Official samples of print materials must be submitted to the textbook warehouse in print. Official technology-based or other non-print samples must be submitted to the textbook warehouse on a list with login and access information.

Correlations must be submitted with the official samples.
Evaluation

June 12th
- Publisher Presentations

June 13th – 17th
- Evaluation Week
Textbook Adoption

Welcome to the Textbook Adoption home page. The material on this site provides information about the statewide textbook adoption process in North Carolina. Textbooks are evaluated by the NC Textbook Commission based on alignment to the North Carolina Standard Course of Study and specific content area criteria. More information about the textbook adoption process, the NC Textbook Commission, the state adopted textbook list, and the invitation to Submit Textbooks for Evaluation and Adoption in North Carolina can be found in various sections of this site.

https://www.dpi.nc.gov/districts-schools/district-operations/textbook-adoption
NC Platform for Publishers

• Use the link provided by NCDPI through the publisher’s registry to submit the request for bid identification numbers.
• Publishers requesting bid ID numbers will receive information to access the NC site for publishers.
• In the NC platform for publishers, users can:
  • Access the 2022 Invitation
  • Access the cost proposal form and other documents required in the bid submission
  • Submit the bid proposal
  • Submit bid sample materials and correlations for evaluation

• **Format for the bid proposal file name:**
  
  Company Name_2022 Cost Proposal
  
  Example: IPD Publishing Company_2022 Cost Proposal

• **Format for each bid sample submission file name:**
  
  Bid id #_Company Name_Title_ Grade Level or Course
  
  Example: IPD4000_IPD Publishing Company_ELD Book Title_Grade 5
Overview of the 2022 Invitation

2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina

North Carolina Department of Public Instruction
301 North Wilmington Street
Raleigh, NC 27601

2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina

Table of Contents

Introduction and Requirements ................................................................. 1
Materials to be Considered ........................................................................ 2
Textbook Evaluation Advisors ................................................................. 3
Content Areas for English Language Development (ELD) ....................... 4
Content Areas for Social Studies ............................................................. 5
Tentative Schedule for the 2022 Adoption Process .................................... 6
Bid Proposal Information .......................................................................... 9
Bid Sample Information .......................................................................... 12
Evaluation, Deliberation and Reconsideration ........................................... 16
Textbook Recommendations and Contract Requirements ...................... 22
Sampling Promotion of Textbooks /Programs .......................................... 24
Publisher Contact with SBE and Textbook Commission .......................... 25
Errors in Textbooks ................................................................................ 26
Content Area Standards Overview (English Language Development) ....... 27
Textbook Materials Review Criteria Sheets (English Language Development) ........................................................................................................ 31
Content Area Standards Overview (Social Studies) ................................. 48
Textbook Materials Review Criteria Sheets (Social Studies) ...................... 49
Guidelines and Parameters

Read the entire 2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina
Guidelines and Parameters

Ensure others involved with the bid submission, samples, displays, etc. read all parameters and guidelines in the 2022 Invitation.
At no time during the adoption process may the Commission or any of its members meet privately with any publishers’ representatives.

• from the time the State Board approves the Invitation

• until the State Board adopts the list of textbooks
Blackout Period Sampling promotion

No sampling or promotion of textbooks or programs under consideration for adoption by the Textbook Commission and State Board of Education shall be made:

• From the date the State Board approves and issues the 2022 Invitation
• Until the day after the Textbook Commission’s evaluation sessions with the Textbook Advisors.
Blackout Period Sampling promotion

• Promotion shall include displays at conferences, sponsored workshops/seminars, or other similar activities in North Carolina at which materials under consideration are discussed.
Read the Entire 2022 Invitation and ensure others involved with the bid submission, samples, displays, etc. read all parameters and guidelines in the 2022 Invitation.

INTRODUCTION AND REQUIREMENTS

The 2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina initiates the annual evaluation and adoption of textbooks in selected subject categories for use in North Carolina schools. This document, including all attachments, provides an overview of the process for submission, evaluation, and adoption of textbooks. By submitting textbooks for evaluation, publishers and producers agree to follow the procedures set forth in this document. Failure to comply with all procedures, including stated deadlines, will result in disqualification for the annual evaluation and adoption of textbooks in selected subject categories for use in North Carolina.

The invitation document must be returned with your bid submission.

Authority for the North Carolina State Board of Education to adopt textbooks is codified in the General Statutes of North Carolina §115C-85 through §115C-102. Only publishers listed on the North Carolina Publishers Registry are allowed to submit textbooks in response to the requirements of this document, and all responses must conform to the specified requirements.

The 2022 textbook evaluation will include the subject grade levels/courses listed on pages 4 – 8. In the cost proposal spreadsheet (see Attachment 4 for a sample), publishers must identify each textbook to be evaluated by title, grade level/course, and ISBN.

As cited in GS 115C-85, textbook is defined as: “...systematically organized material comprehensive enough to cover the primary objectives outlined in the standard course of study for a grade or course. Formats for textbooks may be print or non-print, including hardbound books, softbound books, activity-oriented programs, classroom kits, and technology-based programs that require the use of electronic equipment in order to be used in the learning process.”

Technology-based programs may include subscription or web-based materials.

Submission Parameters

1. Textbook materials may be submitted for any grade level/course the publisher deems appropriate. Cost proposal spreadsheets must clearly state each grade level/course the publisher deems appropriate.
2. Publishers must clearly specify the grade levels/courses for any submitted materials prior to submission.
3. Textbook materials will only be evaluated for the grade levels/courses specified by the publisher.
4. It is the responsibility of the publisher to ensure that each submission is complete and correctly identified. Publishers shall provide sample textbook materials according to the schedule set by the North Carolina Department of Public Instruction. Sample textbook materials that are print materials, shall be provided in electronic PDF format as designated by the North Carolina Department of Public Instruction. Electronic versions of print materials must be complete and have the same format and content as the print versions. Links and/or access information for electronic materials must be...

INTENTIVE SCHEDULE FOR 2022 ADOPTION PROCESS

22. Textbook Commission Planning Meeting – The meeting provides ethics and initial training for Commission members. This meeting is virtual only.
Meeting link: [https://bit.ly/29I92pM]

Presentation to the State Board of Education (SBE) – The Department of Public Instruction (DPI) presents a review of the textbook adoption process and a draft of the 2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina. Item is presented as Action on First Reading.

Proposed SBE Approval of the 2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina.

Invitation Announcement – DPI emails publishers and producers who are on the NC Publishers’ Registry to inform publishers about the opportunity to submit virtual meeting for publishers from 1:30 p.m. to 2:30 p.m. Publishers submitting bids are strongly encouraged to attend. Meeting is virtual only.
Meeting link: [https://bit.ly/29I92pM]

Textbook Commission Content Meeting – Textbook Commission members review content standards and criteria. Location: TBD The meeting may be virtual if conditions at the time are not conducive to safe social distancing in person. Updates about which option is needed will be provided at a later date.

Publisher deadline for submitting written questions regarding the 2022 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina is March 21, 2022, 2:00 p.m. (EST).

All questions must be written and submitted to Kyna Brands, Procurement Office, kyna.brands@dpi.nc.gov, by 2:00 p.m. (EST) March 21, 2022.

All responses to publisher questions will be answered and distributed to publishers.

Each bid submission requires an identification number issued by NCDPI. Interested publishers must send an email request to octextbooks@dpi.nc.gov with the subject line, “Request for Identification Number(s).” Publishers who send this email request will receive access to a bid identification number request form and the cost proposal form. The request form will require the total number of identification numbers needed and the names and email addresses of contacts who have the authority to submit the electronic bid proposal and bid sample materials.

Requests for bid identification numbers must be received between March 11th – March 31st.
Read the Entire 2022 Invitation and ensure others involved with the bid submission, samples, displays, etc. read all parameters and guidelines in the 2022 Invitation.

### English Language Development

<table>
<thead>
<tr>
<th>CONTENT AREAS FOR THE 2022 Invitation</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten English Language Development</td>
<td></td>
</tr>
<tr>
<td>Grade 1 English Language Development</td>
<td></td>
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<td>Grade 2 English Language Development</td>
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<td>Grade 11 English Language Development</td>
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<td>Grade 12 English Language Development</td>
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**Instructional Materials Review Criteria Sheet - English Language Development (K-5)**

<table>
<thead>
<tr>
<th>MATERIALS TITLE</th>
<th>BID NO.</th>
<th>PUBLISHER</th>
<th>COPYRIGHT DATE</th>
<th>AUTHOR(S)</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEXTBOOK</td>
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<td>MEMBER'S SBE DISTRICT</td>
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### Social Studies

<table>
<thead>
<tr>
<th>CONTENT AREAS FOR THE 2022 Invitation</th>
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<tbody>
<tr>
<td>Kindergarten Social Studies</td>
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<tr>
<td>Grade 1 Social Studies</td>
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<td>Grade 7 Social Studies</td>
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<td>Grade 8 Social Studies</td>
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<tr>
<td>Founding Principles of The United States of America</td>
<td></td>
</tr>
<tr>
<td>World History</td>
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<tr>
<td>Economics and Personal Finance</td>
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**Instructional Materials Review Criteria Sheet - Social Studies Grades K-5**

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</tbody>
</table>

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#### Notes:

1. All instructional materials (both digital and print) shall be compatible with the philosophy, standards and objectives in the North Carolina Standard Course of Study, adopted February 2021.

#### Part IA Check yes to indicate the instructional materials meet the criteria or check no to indicate the instructional materials do not meet the criteria. Materials must meet the criteria for both Items A and B. If either Item is marked “no” in Part IA, do not complete Parts IB, II, III, and IV.

**Part IA**

<table>
<thead>
<tr>
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#### Comments for Part IA:

1. Materials present main concepts, techniques, and skills that support minimum of 80% of the objectives in the North Carolina Social Studies Standards for the appropriate grade level.

2. Content (multiple-choice, free-response, instructional tools/methodologies/strategies) and assessment tools (formative/summative) are aligned with the philosophy, standards, and goals of the NC Standard Course of Study for Social Studies for the appropriate grade level.

#### Part IB Check yes to indicate the instructional materials meet the criteria or check no to indicate the instructional materials do not meet the criteria. If two or more items are marked “no” in Part IB, do not complete Parts II, III, and IV.

**Part IB**

<table>
<thead>
<tr>
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#### Comments for Part IB:

1. Materials reflect informed, non-mandatory, accurate, comprehensive and current social studies research-based information and practices. Authors, consultants, and reviewers include professionals with a wide range of experiences and expertise, including persons with secondary classroom experience.

2. Materials provide a sufficient number of hands-on inquiries, experiences, and authentic tasks in a...
Read the Entire 2022 Invitation and ensure others involved with the bid submission, samples, displays, etc. read all parameters and guidelines in the 2022 Invitation.

Information is provided for evaluation sessions and the Textbook Commission’s deliberations and reconsiderations meeting for in person and virtual.

These meetings may be virtual if conditions at the time are not conducive to safe social distancing in person. Guidelines are provided for in person and virtual meeting requirements. Updates about which option is needed will be provided at a later date.
WHAT'S NEXT
Next steps

• Follow the guidelines and parameters in the 2022 Invitation
• Determine the number of bid ID numbers to request
• Adhere to the blackout period guidelines
• Meet all due dates/deadlines
THANK YOU
Contact Information

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