

**North Carolina Textbook Commission  
Textbook Deliberations and Reconsiderations Meeting**

**September 19-20, 2022**

Tentative Location: Embassy Suites Greensboro Airport

**Meeting Objectives:**

- **Develop a list of recommendations of instructional materials to be presented to the State Board of Education for textbook adoption.**
- **Develop a list of recommendations of instructional materials to be presented to the State Board of Education for textbook adoption.**
- **Provide an opportunity for publishers to request reconsideration by the Commission for materials not recommended.**

**DRAFT AGENDA**

**Day 1**

8:00 a.m. – 8:20 a.m.	Publishers Registration
8:30 a.m. – 8:40 a.m.	Call to Order
	Roll call
	Approval of Minutes
	Voting Reminders
8:40 a.m. – 12:00 p.m.	Deliberations on submitted items
12:00 p.m. - 1:00 p.m.	Lunch
1:00 p.m. - until	Deliberations on submitted items

*Deliberations will continue until each item has been discussed and voting is complete. Breaks and adjournment will be scheduled as appropriate.*

**Day 2**

8:30 a.m. – 8:40 a.m.	Call to Order
	Roll Call
8:40 a.m. – 10:00 a.m.	Deliberations on submitted items (if needed)
10:00 a.m. - 10:15 a.m.	Break
	Voting Reminders (if needed)
10:15 a.m. - 12:00 p.m.	Reconsideration Hearings* (as needed)
12:00 p.m. - 1:00 p.m.	Lunch
1:00 p.m. – until	Reconsideration Hearings* (as needed)

*\*If needed, reconsideration hearings will be held on **Day 2**, until all presentations have been considered and voting is complete. Breaks and adjournment will be scheduled as appropriate.*

## DELIBERATIONS AND RECONSIDERATION PROCESS

The Textbook Commission will meet to formulate a list of textbooks to be recommended to the State Board of Education. A period of time shall be set aside for the Textbook Commission to meet and deliberate before a list of textbook recommendations is taken to the State Board of Education for adoption. The following outlines the deliberations and reconsideration process.

1. The Textbook Commission shall meet to deliberate recommendations to be presented to the State Board of Education.
2. At the conclusion of deliberations, each publisher whose submission(s) has/have not been recommended will have the opportunity to provide clarification on, without changing, submitted information that might assist the Textbook Commission in re-assessing its recommendation. This clarification information shall be presented verbally to the Commission and may include the use of any equipment, materials, or handouts needed to demonstrate the information. If publishers need more clarification about the reconsideration process, the Textbook Commission will advise those who wish to be heard about the format for the verbal presentation. After hearing the clarification information, the Textbook Commission votes to recommend/not recommend the submission(s), and advises the publisher immediately of the decision. Documentation by the Commission, citing reasons of the decision, will accompany reports of “not recommended” titles. **Failure of a publisher to appear at the Textbook Commission deliberations meeting and make a verbal appeal for reconsideration shall prohibit the publisher from taking part in the reconsideration process.**
3. All submitting publishers shall be notified by the North Carolina Department of Public Instruction within two weeks after the Deliberations and Reconsideration process of the recommendations to the State Board of Education.
4. A publishing company shall not contact any State Board member personally to discuss the reconsideration of a Textbook Commission recommendation.
5. All adoption decisions made by the State Board of Education shall be final.