

# NC Textbook Commission Meeting

*July 29, 2021*

# Agenda

- Welcome
- Approval of minutes
- Roll call
- Obligations and responsibilities
- Report Update
- Next steps/Important dates
- Q & A
- Adjourn

# Obligations and Responsibilities

# Operations Manual

- Rules of procedure
- Standards of conduct
- Quorum of 12 is required for the Textbook Commission to conduct any business

# Highlights of Executive Order #34 - Attendance

- Appointees are expected to maintain the highest ethical and board attendance standards
- Excessive absences diminishes the effectiveness of the board
- Appointees shall attend at least 75% of all regularly scheduled meetings of the board during the calendar year.

# Deliberations & Reconsiderations Meeting

- Prior to October 6, complete your reviews in the evaluation platform
- Be prepared on October 6 to vote and make recommendations
- Your attendance is expected
- A quorum is required
- Every commissioner must submit a report/complete reviews in the evaluation platform regardless of your attendance at the deliberations meeting

# Report Update

# Next Steps

- Complete reviews/evaluations in the platform.
- Prepare to deliberate at the meeting on Oct. 6-7, 2021.
- Dr. McLean will present a list of recommended/not recommended titles and commissioners' reports tentatively at the December State Board of Education meeting.

# Q & A

# Adjournment