

2021 Meeting with Publishers

North Carolina Department of Public Instruction

March 12, 2021



Welcome

AGENDA

- Overview of the Textbook Adoption Process
- Bid Submission Process
- NC Site for Publishers
- Evaluation
- Overview of the 2021 Invitation
- Closing

Overview of the NC Textbook Adoption Process

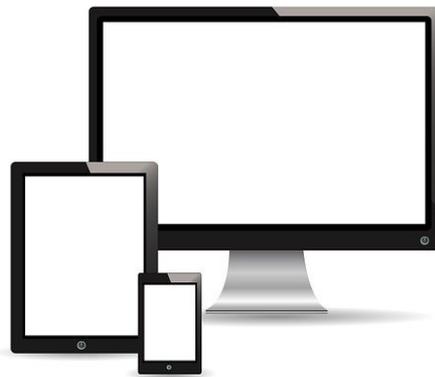
§ 115C-85

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 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
 - Titles placed on the adopted list
 - 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 Statutes

§ 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 will apply the criteria to the submitted textbooks
- The Textbook Commissioners provide a recommended list of approved textbooks to the SBE
- The SBE makes the final decision regarding the list of approved textbooks
- Contracts are completed

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



NEW

NC Site for Publishers (*Google Site*)

- Request Bid Identification Numbers by completing a form (link will be provided through the NC Publisher's Registry)
- Receive access information for the NC site for Publishers
- Download cost proposal form from site
- Submit bid proposal on site
- Submit bid samples on site

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. **ABP1100**
- The character will be three letters designated by DPI from the Publisher's/Company's name
- The **1100** series of numbers will be the base number for all bids for mathematics resources
- The **3000** series of numbers will be the base number for all bids for Career and Technical Education (CTE)

Examples of Bid Identification Numbers

- **Any Book Publisher** requests 6 identification numbers for mathematics materials

Bid ID #1	ABP1100
Bid ID #2	ABP1101
Bid ID #3	ABP1102
Bid ID #4	ABP1103
Bid ID #5	ABP1104
Bid ID #6	ABP1105

**DPI Assigned
Identification Numbers
for 6 bid submissions:**

In this example ABP is created from the company's name Any Book Publisher.

Examples of Bid Numbers

- Any Book Publisher initially requests 6 identification numbers for bid submissions. The company decides to add four (4) more submissions.

Original Bid ID#'s requested
ABP1100
ABP1101
ABP1102
ABP1103
ABP1104
ABP1105

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

ABP1105 + 1 = ABP1106

ABP1106
ABP1107
ABP1108
ABP1109

Examples of Bid Numbers

- Any Book Publisher initially requests 6 identification numbers for bid submissions. The company decides to add four (4) more submissions.

Original Bid ID#'s requested
ABP1100
ABP1101
ABP1102
ABP1103
ABP1104
ABP1105

Additional ID#'s created after initial request
ABP1106
ABP1107
ABP1108
ABP1109

Examples of Bid Numbers

Any Book Publisher initially requests 6 identification numbers for bid submissions. The company decides to add four (4) more submissions.

Any Book Publisher now has a total of 10 bid identification numbers.

Bid ID #1	ABP1100
Bid ID #2	ABP1101
Bid ID #3	ABP1102
Bid ID #4	ABP1103
Bid ID #5	ABP1104
Bid ID #6	ABP1105
Bid ID #7	ABP1106
Bid ID #8	ABP1107
Bid ID #9	ABP1108
Bid ID #10	ABP1109

Examples of Bid Identification Numbers

- **Career First Company** requests 4 identification numbers for CTE materials

Bid ID #1	CFC3000
Bid ID #2	CFC3001
Bid ID #3	CFC3002
Bid ID #4	CFC3003

DPI Assigned Identification Numbers for 4 bid submissions:

In this example **CFC** is created from the company's name **Career First Company**.

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_Cost Proposal_2021
 - **Ex. Any Book Publisher_Cost Proposal_2021**

Submission Parameters

- Textbook materials may be submitted for any grade level/course the Publisher deems appropriate. Cost proposals must clearly state each grade level/course the publisher deems appropriate.
- Publishers must clearly specify, the grade levels/courses for any submitted materials prior to submission.
- Textbook materials will only be evaluated for the grade levels/courses specified by the Publisher.

***Refer to pages 1 – 2 of the 2021 Invitation to see the submission parameters.**

Example

Welcome to the North Carolina Cost Proposal Spreadsheet

In accordance to the directions below and the 2021 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_Cost Proposal_2021* ex. Any Book Publisher_Cost Proposal_2021.

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

Bid Number	Title	Grade Level or Course Title	ISBN	Publisher	Copyright	Edition	NIMAS Compliant Files?	Net Wholesale	NC Warehouse Allowance	Bid Price
ABP1100	Mathematics (5-year digital subscription)	NC Math 1	9785678912345	Any Book Publisher	2021			\$760.00	\$60.80	\$699.20
	Mathematics Course Digital Student Edition	NC Math 1	9785678954321	Any Book Publisher	2021	1	Yes	\$55.00	\$4.40	\$50.60
	Mathematics Course Digital Teacher Edition	NC Math 1	9787891234567	Any Book Publisher	2021	1		\$47.00	\$3.76	\$43.24
	Mathematics Course Digital Resources	NC Math 1	9781234956789	Any Book Publisher	2021	1		\$35.00	\$2.80	\$32.20
	Mathematics Course Digital Assessment Resource	NC Math 1	9781234987654	Any Book Publisher	2021	1		\$25.00	\$2.00	\$23.00
ABP1101	Mathematics	Precalculus	9781234545678	Any Book Publisher	2021			\$152.00	\$12.16	\$139.84
	Mathematics Course Student Edition	Precalculus	9785678954321	Any Book Publisher	2021	1	Yes	\$55.00	\$4.40	\$50.60
	Mathematics Course Teacher Edition	Precalculus	9787891234567	Any Book Publisher	2021	1		\$47.00	\$3.76	\$43.24
	Mathematics Course Resources	Precalculus	9781234956789	Any Book Publisher	2021	1		\$35.00	\$2.80	\$32.20
	Mathematics Course Assessments	Precalculus	9781234987654	Any Book Publisher	2021	1		\$25.00	\$2.00	\$23.00

Example – Accompanying Student Materials (ASM)

Accompanying Student Materials (ASM) Maximum 4 Items (See the 2021 Invitation for more specific details about ASM and EM.)				
Title	Grade Level or Course	ISBN	Ratio Number per classroom; collection purchased; per teacher, per school, per district (specify), also frequency of offer such as annually, quarterly, monthly	Price for Additional Copies
Mathematics ASM 1	NC Math 1	9781122334455	Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption	35.00
Mathematics ASM 2	NC Math 1	9782233445566	Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption	6.25
Mathematics ASM 3	NC Math 1	9783344556677	Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption	7.15
Mathematics ASM 4	NC Math 1	9784455667788	Upon request, choose up to 4 accompanying items for each Student Edition purchased, life of adoption	6.25

Example – Enrichment Materials (EM)

Enrichment Materials (EM) Maximum 7 items (See the 2021 Invitation for more specific details about ASM and EM.)				
Title	Grade Level or Course	ISBN	Ratio Number per classroom; collection purchased; per teacher, per school, per district (specify), also frequency of offer such as annually, quarterly, monthly	Price for Additional Copies
Mathematics EM 1 Chapter Resources	NC Math 1	9781912345678	Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.	250.00
Mathematics EM 2	NC Math 1	9781923456789	Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.	185.00
Mathematics EM 3	NC Math 1	9781934567891	Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.	40.00
Mathematics EM 4	NC Math 1	9781956789123	Choose up to 7 enrichment items per classroom teacher (minimum purchase of 15 student editions) upon request, initial year of purchase.	40.00

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 2021 Invitation to see submission parameters.**

Submission Parameters

Technology-based programs/non-print materials

- 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 2021 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 and/or in an electronic document. A video or screen cast is preferred.

A link for access to a video or screen cast instructions and/or an electronic document with navigation instructions must be submitted through the NC site 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 30, 2021. Contact information for technical support must be provided in the bid submission.

***Refer to pages 1 – 2 of the 2021 Invitation to see the submission parameters.**

Bid Samples

- Publishers requesting bid identification numbers will receive information for the NC site 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 2021 Invitation.

Bid Samples

- Bid sample materials will be submitted electronically through the NC Site for Publishers
 - Submit samples no earlier than **May 10th** and no later than **May 17th**
- The DPI Official Sample must be mailed to the Textbook Warehouse.
 - Official samples will arrive no earlier than **May 10th** and no later than **May 17th**

Important Reminders

Written Questions Due

- Deadline for submitting written questions regarding the 2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina is **March 22, 2021 by 2:00 pm (EST)**.
- All questions must be written and submitted to mashonda.southerland@dpi.nc.gov by 2:00 pm (EST) March 22, 2020
- All questions will be answered and distributed to publishers

Bid Submissions Due



April 30, 2021 by 2 p.m.



Bid proposals will be submitted:

- electronically through the NC site 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 30th.

Bid Samples Due



May 17, 2021

Electronic bid samples and correlations for evaluation must be submitted through the NC site 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 13th

- Publisher Presentations
- Virtual through Webex

June 14th – 18th

- Evaluation Week

Textbook Adoption Web Page



[NC DPI](#) » [Districts & Schools](#) » [District Operations](#) » Textbook Adoption

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.



District Operations

[Center for Safer Schools](#)

[Driver Education](#)

[Financial and Business Services](#)

[Plant Operations](#)

[School Business Systems
Modernization](#)

[School Connectivity / E-rate](#)

[School Insurance Fund](#)

<https://www.dpi.nc.gov/districts-schools/district-operations/textbook-adoption>



NC Site for Publishers (*Google Site*)

- 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 site for publishers, users can:
 - Access the 2021 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_Cost Proposal_2021
Example: Any Book Publisher_Cost Proposal_2021
- ***Format for each sample submission file name:***
bid id #_Company Name_Title_Course
Example: ABC1100_Any Book Company_Math Book_NC Math 1

Overview of the 2021 Invitation

2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina



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

2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina

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Guidelines and Parameters

Ensure others involved with the bid submission, samples, displays, etc. read all parameters and guidelines in the 2021 Invitation.

2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina



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

AND REQUIREMENTS

For Evaluation and Adoption in North Carolina initiates textbooks in selected subject categories for use in North Carolina. This document provides an overview of the process for submitting textbooks. By submitting textbooks for evaluation, publishers agree to the procedures set forth in this document. **Failure to meet the stated deadlines, will result in disqualification for the publisher in selected subject categories for use in North Carolina. Publishers must return their bid submission.**

The authority of the 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 approved list are permitted to submit textbooks in response to the requirements set forth in this document.

For the subject grade levels/courses listed on pages 4 – 8. In Appendix A (for a sample), publishers must identify each grade level/course, and ISBN.

The materials must be comprehensive enough to cover the primary objectives and standards for a grade or course. Formats for textbooks may be hard copy, softbound books, activity-oriented programs, and digital programs that require the use of electronic equipment and internet access.

Materials may be hard copy or web-based materials.

Submission Parameters

Each bid submission must clearly state each grade level/course the publisher is submitting.

Each bid submission must include the grade levels/courses for any submitted materials.

Each bid submission must be evaluated for the grade levels/courses specified by the publisher.

Publishers must ensure that each submission is complete and provide sample textbook materials according to the requirements of the North Carolina Department of Public Instruction. Sample materials, shall be provided in electronic PDF format to the North Carolina Department of Public Instruction. Electronic materials must be complete and have the same format and content as hard copy materials. Access information for electronic materials must be provided.

BID PROPOSAL INFORMATION

Bids must be submitted electronically through the NC site for publishers and by hard copy in the envelopes in which hard copies of bids are submitted shall include the publisher's name clearly marked on the outside, "Textbook Bid." All pages of the cost proposal must be included in the submissions (electronic and hard copies). One copy of each submission will be required for electronic and hard copy submissions: Publishers must submit the signed original of the completed Bid Proposal. The entire 2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina solicitation document must be returned with your bid proposal, including these completed documents:

- A transmittal letter
 - Authority to Submit Bids for Textbooks (Attachment 3)
- Publishers must submit the completed cost proposal spreadsheet with the costs. Publishers must submit the completed cost proposal spreadsheet without the costs. Publishers must submit a USB flash drive with the hard copy submission. Files on the flash drive shall be password-protected and shall be capable of being copied to other media including Microsoft Word and/or Microsoft Excel and must include the following:
- A signed, original copy of the Bid Proposal
 - The cost proposal spreadsheet with the costs included. This file should be an Excel spreadsheet.
 - The cost proposal spreadsheet without the costs. This file should be an Excel spreadsheet.

Publishers must submit a current catalog (and/or electronic access) that includes details about the materials submitted for adoption.

Submission Information

Please note that the US Postal Service does not deliver any mail (US Postal Express, Certified, Priority, Overnight, etc.) on a set delivery schedule to this office. It is the responsibility of the publisher to have the bid in this office by the specified time and date of opening.

DELIVERY INFORMATION:

2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina
North Carolina Department of Public Instruction
Attention: Dr. Carmella Fair, Digital Teaching and Learning
301 N Wilmington Street
Raleigh, NC 27601

Blackout Period

SBE, DPI, Textbook Commission

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 call Invitation
- until the State Board adopts the list of textbooks

Blackout Period

Sampling promotion

- No sampling or promotion of textbooks/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 2021 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 2021 Invitation and ensure others involved with the bid submission, samples, displays, etc. read all parameters and guidelines in the 2021 Invitation.

<p style="text-align: center;">INTRODUCTION AND REQUIREMENTS</p> <p>The <i>2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina</i> 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 entire Invitation document must be returned with your bid submission.</p> <p>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.</p> <p>The 2021 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.</p> <p>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."</p> <p>Technology-based programs may include subscription or web-based materials.</p> <p style="text-align: center;">Submission Parameters</p> <ol style="list-style-type: none"> 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 	<p style="text-align: center;">RULE FOR 2021 ADOPTION PROCESS</p> <p><u>ion Planning Meeting</u> – The commission will meet to discuss issues and training for commissioners and textbook evaluation advisors.</p> <p><u>ion Planning Meeting</u> – The meeting provides ethics training for publishers.</p> <p><u>State Board of Education (SBE)</u> – The Department of Public Instruction commends to resume the textbook adoption process and a review of proposals with a draft of the <i>2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina</i>. Item is presented as Action on First Reading.</p> <p><u>Approval of the 2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina</u>.</p> <p><u>Announcement</u>– DPI emails publishers and producers who are on the NC Publishers' Registry the <i>2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina</i>. Website: https://www.dpi.nc.gov/districts-schools/district-education-adoption/information-publishers</p> <p><u>Invitation</u>– All publishers on the NC Publishers' Registry are invited to attend the meeting for publishers from 1:00 p.m. – 2:30 p.m.</p> <p><u>Invitation only.</u> https://www.nc.gov/onstage/g.php?MTID=e0941918a05d4ffdf4772232ae08ad084</p> <p>Submitting bids are strongly encouraged to attend.</p> <p><u>Invitation Content Meeting</u>– The meeting provides a review for Commission on Standards and Criteria.</p> <p>For submitting written questions regarding the <i>2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina</i> is March 22, 2021, 2:00 p.m.</p> <p>Questions must be written and submitted to Mashonda Southerland, Procurement Office, msoutherland@dpi.nc.gov, by 2:00 p.m. (EST) March 22, 2021.</p> <p>Publisher questions will be answered and distributed to publishers.</p> <p>Each submission requires an identification number issued by NCDPI. Publishers must send an email request to nctextbooks@dpi.nc.gov with the subject for Identification Number(s)." Publishers who send this email will receive links to access a bid identification number request form and the</p>	<p style="text-align: center;">BID PROPOSAL INFORMATION</p> <p>Submitted electronically through the NC site for publishers and by hard copy in the copies in which hard copies of bids are submitted shall include the publisher's name clearly marked on the outside, "Textbook Bid." All pages of the cost proposal must be included in the submissions (electronic and hard copies). One copy of each bid will be required for electronic and hard copy submissions: Submit the signed original of the completed Bid Proposal. The entire <i>2021 Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina</i> solicitation document must be returned with your bid proposal, including these completed documents: > A transmittal letter > Authority to Submit Bids for Textbooks (Attachment 3) Submit the completed cost proposal spreadsheet with the costs. Submit the completed cost proposal spreadsheet without the costs. Submit a USB flash drive with the hard copy submission. Files on the flash drive shall be password-protected and shall be capable of being copied to other media including Microsoft Word and/or Microsoft Excel and must include the following: > A signed, original copy of the Bid Proposal > The cost proposal spreadsheet with the costs included. This file should be an Excel spreadsheet. > The cost proposal spreadsheet without the costs. This file should be an Excel spreadsheet. Submit a current catalog (and/or electronic access) that includes details about the materials submitted for adoption.</p> <p><u>Submissions to:</u> Please note that the US Postal Service does not deliver any mail (US Postal Express, Certified, Priority, Overnight, etc.) on a set delivery schedule to this office. It is the responsibility of the publisher to have the bid in this office by the specified time and date of opening.</p> <p><u>CONTACT INFORMATION:</u> Invitation to Submit Textbooks for Evaluation and Adoption in North Carolina Department of Public Instruction Dr. Carmella Fair, Digital Teaching and Learning 100 N. Wilmington Street Raleigh, NC 27601</p>
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Read the Entire 2020 Invitation and ensure others involved with the bid submission, samples, displays, etc. read all parameters and guidelines in the 2020 Invitation.

Mathematics, 9-12

CONTENT AREAS FOR TEXTBOOK EVALUATION
Mathematics, 9-12

[NC Math 1](#)
[NC Math 2](#)
[NC Math 3](#)
[Discrete Mathematics for Computer Science](#)
[NC Math 4](#)
[Precalculus](#)

Course names above hyperlink to the standards for that course.

Instructional Materials Review Criteria Sheet - Mathematics Grades 9-12

INSTRUCTIONAL MATERIALS TITLE _____ BID NO. _____
 PUBLISHER _____ COPYRIGHT DATE _____
 AUTHOR(S) _____ ISBN _____
 ADVISOR _____
 TEXTBOOK COMMISSION MEMBER _____ MEMBER'S SBE DISTRICT _____

Indicate Appropriate Course:

NC Math 1	NC Math 2	NC Math 3
Discrete Mathematics for Computer Science	NC Math 4	Precalculus

PART I CONTENT

Compatibility with the North Carolina Curriculum for Mathematics in the North Carolina Standard Course of Study (NCSCOS). In accordance to State Board Policy TEXT-001, all items in Part I must be marked "yes" in order for the submission to be recommended.

Answer yes to indicate the materials meet the criteria or no to indicate the materials do not meet the criteria. Please explain your responses. Be sure to cite specific page numbers, textual references as well as specific standards.

	Yes	No
A. Materials present the main concepts that support a minimum of 80% of the instructional objectives for the course grade/level in the NCSCOS.		
B. Content, methodology, instructional levels, and teaching strategies are consistent with the curriculum's philosophy, values, and goals.		

Documentation for PART I CONTENT

PART II PEDAGOGY

If three (3) criteria are answered no in Part II, do not complete parts III and IV.

	Yes	No
A. There is an appropriate balance of skill development, conceptual understanding, and mathematical practices.		
B. Mathematical concepts are connected and interwoven across strands instead of studied in isolation.		
C. Mathematical concepts are presented in depth and with increasing sophistication across grades.		
D. Materials have contextual problems that engage students and give rise to further exploration of mathematical concepts and include strategies and activities that are engaging and provide real world, relevant connections.		
E. Instructional materials help teachers create a classroom that encourages high expectations for all		

Career and Technical Education (CTE)

CONTENT AREAS FOR TEXTBOOK EVALUATION
Career and Technical Education

Instructional Materials Review Criteria Sheet - Career and Technical Education
Program Area: Agricultural Education

INSTRUCTIONAL MATERIALS TITLE _____ BID NO. _____
 PUBLISHER _____ COPYRIGHT DATE _____
 AUTHOR(S) _____ ISBN _____
 ADVISOR _____ TEXTBOOK COMMISSION MEMBER _____ MEMBER'S SBE DISTRICT _____

Indicate Appropriate Course:

___ AS31 Agricultural Mechanics I ___ AS32 Agricultural Mechanics II ___ AU10 Agriscience Applications ___ AA21 Animal Science I ___ AA22 Animal Science II ___ AA23 Animal Science II: Small Animal ___ AA31 Equine Science I ___ AA32 Equine Science II	___ AL02 Exploring Agriculture Science* ___ AL01 Exploring Biotechnology* ___ AP41 Horticulture I ___ AP42 Horticulture II ___ AP44 Horticulture II: Landscaping ___ AP43 Horticulture II: Turfgrass Management ___ AN51 Natural Resources I ___ AN52 Natural Resources II ___ AL21 Sustainable Agriculture Production I* ___ AL22 Sustainable Agriculture Production II*
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*These courses have been deleted from the list and from consideration for adoption in 2021.

Answer yes to indicate the materials meet the criteria or no to indicate the materials do not meet the criteria. Please explain your responses. Be sure to cite specific page numbers, textual references as well as specific standards.

PART I CONTENT

Compatibility with the North Carolina Career and Technical Education Essential Standards. In accordance to State Board Policy TEXT-001, all items in Part I must be marked "yes" in order for the submission to be recommended. If all criteria for Part I are not marked "yes" do not complete Parts II, III, and IV.

	Yes	No
A. Materials present the main concepts that support a minimum of 50% of the instructional indicators or objectives for the course.		
B. Content, methodology, instructional levels, and teaching strategies are consistent with the course indicators or objectives.		

Documentation for PART I CONTENT:

PART II PEDAGOGY

Program Area or Career Pathway(s)

	Yes	No
A. Materials include a variety of activities for multiple teaching and learning styles.		
B. Materials include optional capstone activities.		
C. Content supports integration of CISO activities.		
D. Content includes 21 st century skills.		
E. Content supports work-based learning.		
F. Content supports career and college opportunities.		

Documentation for PART II PEDAGOGY

WHAT'S NEXT

Next steps

- Follow the guidelines and parameters in the 2021 Invitation
- Determine the number of bid ID numbers to request
- Adhere to the blackout period guidelines
- Meet all due dates



THANK YOU

Contact Information

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