INSTRUCTIONAL MATERIALS ADOPTION PROGRAM
(State Board of Education Regulation 43-70)

OVERVIEW

INSTRUCTIONAL MATERIALS ADOPTION PROCESS
According to the Instructional Materials Adoption regulation (43-70), the State Board of Education (SBE) has the responsibility and duty to adopt the instructional materials used for instruction in the public schools of South Carolina. The instructional materials are adopted and funded by subject area on a staggered six-year cycle. The materials for a subject area are adopted to coincide with the review of the appropriate South Carolina College and Career-Ready (SCCCR) standards or the revision on the Career and Technology Education (CATE) course standards. The adoption areas are expanded to include appropriate instructional materials for students of varied ability levels.

The SC Department of Education (SCDE) facilitates the review and adoption process using the guidelines and procedures outlined in the SBE Regulation 43-70. The process begins each year with publishers/vendors submitting instructional materials in identified subject areas to the Instructional Materials Review Panels. Panel members use appropriate SCCCR and CATE course standards as the criteria for evaluating the materials. The instructional programs are evaluated during the summer. The Panels meet in September to deliberate and determine the recommendations to be submitted to the SBE. A thirty-day public review is held beginning in mid-October for citizens to comment on the materials. In December, the Panel recommendations along with the public comments are presented to the SBE for approval.

Upon SBE adoption of the new instructional materials, districts and schools are provided the list of areas and materials with anticipated funding. To assist districts with the local selection process, the SCDE conducts the Instructional Materials Caravan that gives school and district staff the opportunity to learn about the new materials through presentations by publishers. District selections for the funded areas are reported to the Office of Instructional Materials (OIM) by the first of April. In May, schools begin placing orders using the web-based instructional materials ordering system. Upon verification of funding, instructional materials in both print and digital formats are provided for the start of the new school year.

DISTRICT-REQUESTED MATERIALS
Through the OIM, Regulation 43-70 provides the option for districts to request instructional materials to be reviewed for possible adoption. The requested materials are reviewed following the state adoption procedures with an adjusted timeline. Requests for previously reviewed programs cannot be considered. The SCDE contacts the publisher to determine their willingness to submit their program for the district request process. Since instructional materials are adopted and funded by subject area on a staggered six-year cycle, most district requests occur in the year of funding. If schools currently have adopted materials for the subject area, then funding is not available to allow schools to order new materials or exchange used materials for new. Under no circumstances can the district request process be used to circumvent the state instructional materials adoption process.

INSTRUCTIONAL MATERIALS FUNDING
Section 59-31-360 of the South Carolina Code of Laws, requires that instructional materials, adopted by the SBE for use in public schools, must be supplied to school children in grades K-12 of the state without charge. Each year, the Department of Education requests funds from the State Legislature to purchase newly-adopted materials by subject area and to maintain existing adoptions. Providing students with new instructional materials is dependent upon the level of funding allocated from the State Legislature each year. Materials chosen from the state list are provided to schools using state funds with the exception of those materials adopted as supplemental. Materials adopted as supplemental include items that support an adopted program or are not adopted as a core program. Districts and schools must use local funds for the purchase of supplemental materials.