



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MEMORANDUM

TO: District Superintendents
Instructional Leaders
Textbook Coordinators

FROM: C. Matthew Ferguson, Esq.
Deputy Superintendent and Chief Academic Officer
Division of College, Career, and Military Readiness

Lee M. D'Andrea, PhD
Director, Instructional Materials and Instruction Hub

DATE: December 19, 2023

RE: 2024 Instructional Materials Sample Requests and Reminder Caravan Information

On Tuesday, December 12, the State Board of Education (SBE) approved a list of instructional materials for the 2024-2025 school year, including K-12 ELA.

ELA K-12 Sample Request Instructions for District Selection Process

The Office of Instructional Materials (OIM) will provide essential dates for ordering instructional materials and submitting district selections in January. In addition, the OIM will share links for the Virtual Caravan that will begin on February 5, 2024, and include presentations on the K-12 English Language Arts instructional materials as well as Handwriting Grades K and 3, Advanced Placement (AP) English Language and Composition, and AP English Literature and Composition which are not part of the in-person 2024 Caravan.

Samples request information for K-12 ELA materials is available at the following link:
[Instructions to Receive K-12 ELA Samples](#)

Reminder: Caravan Schedule and Registration

The caravan intends to allow all districts and schools equal time with publishers to support the adoption of high-quality instructional materials for students.

Caravan Registration

A completed registration is required before attending an event so that the SCDE staff and publishers can adequately plan for the number of attendees. A separate registration form is required for each individual attending. Please register for one of the dates listed below using the following link: [Register Here](#)

2024 Instructional Materials Caravan

| Location | Date and Location | Location Address |
|-----------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| Charleston | Wednesday, January 10, 2024 Trident Technical College, Conference Center | Main Campus 7000 Rivers Avenue N. Charleston, SC 29406 |
| Columbia | Thursday, January 11, 2024 Columbia Metropolitan Conference Center | 1101 Lincoln Street Columbia, SC 29201 |
| Florence | Wednesday, January 17, 2024 Southeastern Institute of Manufacturing and Technology (SIMT) | 1951 Pisgah Road Florence, SC 29501 |
| Columbia | Thursday, January 18, 2024 Columbia Metropolitan Conference Center | 1101 Lincoln Street Columbia, SC 29201 |
| Greenville | Tuesday, January 23, 2024 Greenville Embassy Suite Hotel | 670 Verdae Boulevard Greenville, SC 29607 |
| Rock Hill | Wednesday, January 24, 2024 Gateway Conference Center | 3200 Commerce Drive Richburg, SC 29729 |

An agenda with specific meeting times will be sent to registered participants closer to the meeting date. In addition, information about the 2024 Instructional Materials Caravan, including the agendas, will be available online at [2024 Caravan Information](#) by mid-December. Information about the new state-adopted instructional materials and the timeline for ordering the materials will be provided to districts in the new year.

Please contact the Instructional Materials Team at 803-832-8210 or textbookorder@ed.sc.gov if you have questions or need additional information.