



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MOLLY M. SPEARMAN
STATE SUPERINTENDENT OF EDUCATION

MEMORANDUM

TO: District Superintendents

FROM: Mellanie Jinnette
SCDE Chief Financial Officer

DATE: January 5, 2016

RE: Instructional Materials Review Panel Recommendations

The State Board of Education (SBE) has approved the subject areas for the 2016 adoption cycle, which are scheduled to have new instructional materials for the 2017–18 school year. Instructional Materials Review Panels will be created for the approved subject areas on the attached list. Nominees and alternates for the Review Panels will be selected from the pool of candidates according to SBE regulations. Your assistance is needed to establish the pool of candidates. Please use the attached Excel spreadsheet to provide your recommendations for outstanding teachers currently teaching in the subject areas listed or district content area specialists. Your recommendations need to be submitted by email to Kriss Stewart (kstewart@ed.sc.gov) by **February 5, 2016**.

In March, a letter of invitation to serve on a panel will be sent to each nominee. The Review Panels will meet in June and September and will be reimbursed for their expenses to attend scheduled meetings. Districts will be reimbursed for substitute teacher pay.

The work of the Instructional Materials Review Panels is vital to ensure that the most appropriate and best quality instructional materials are recommended for adoption. Thank you for providing recommendations for candidates to serve as Review Panel members.

Attachments

cc: District Instructional Leaders