

622 BOOKS FOR SCHOOLS AND TREATMENT OF MINORITIES

September 1. This announcement shall be sent to all publishing companies registered with the Administrative Officer of the Board, and a notice shall be given by legal advertisement in at least one daily newspaper in the State of South Carolina in accordance with the general legal requirements.

The formal notice by the Administrative Officer of the Board shall make available sample copies of the bid forms to be used by the publishers in submitting textbooks for adoption and a copy of the contract and bond each publisher will be required to execute if its books are adopted.

SECTION 4. Following the announcement of the State Board of Education of the proposal for textbook adoptions, the State Board of Education shall appoint, with recommendation of the State Superintendent of Education, as soon as practical, an Evaluating and Rating Committee for each major subject field or related subject area in which adoptions are to be made. It is the desire of the Board that a balance be maintained on each evaluating committee between large and small, rural and urban schools. There shall be at least two nominees for each position except that of the State Department of Education. Each committee shall consist of nine members; seven members, one from each congressional district and one at large, who are actively engaged in teaching, in the supervision of teaching, or administration in the public schools, all of whom have had teaching experience, special training or supervision in the subject field in which they have been appointed, three of whom shall be full-time classroom teachers; one person who may be a college teacher or layman competent in the fields or subjects under consideration; one representative from the State Department of Education. The recommendations by the State Superintendent of Education shall include the suggestion of a Chairman, Vice-Chairman and Secretary.

It shall be the duty of each Evaluating and Rating Committee to rate all textbooks offered for adoption and file a written report with the Administrative Officer of the State Board of Education. The report shall consist of the committee's evaluations and a list of textbooks which the committee recommends as suitable for adoption. In order to be placed on the recommended list, a textbook must receive affirmative votes from at least two-thirds of the committee members. The number of books to be recommended by the committee in each subject field shall be in accord with instructions from the State Board of Education.

If a committee does not find the specified number of books satisfactory, it shall so indicate in its report. If, in the judgment of the committee for some unusual reason, the number is considered inadequate, the reasons shall be carefully detailed in its report.

To facilitate efficient and competent evaluations by the committee, the State Board of Education shall furnish the committee with detailed instructions pertaining to its duties, textbooks evaluating guide materials, etc., and the time schedule necessary in order for the State Board of Education to complete its work in an orderly fashion. It shall be the duty of the State Superintendent of Education to serve as co-ordinator and liaison between the State Board of Education and the Committees.

Publishers shall be required to furnish a brief to each committee member for all textbooks being offered for adoption. The brief shall include a common reading level of the text material and level of difficulty. The Committee shall hold hearings allowing adequate time for each publisher's oral presentation provided, however, there shall be at least 30 days between the final date for submitting briefs and the dates of hearings. After the original hearings, there shall be no communications between the representatives of the textbook publishers and the committee members except as may be requested by the committee.

The committee is authorized and directed to secure the assistance and advice of any consultants deemed proper. Special consideration should be given to consultants from the State Department of Education, colleges and universities of South Carolina. It is, further, authorized to request and secure necessary clerical services from the State Department of Education.

Textbooks shall not be recommended by the Evaluating and Rating Committee and the State Board of Education shall not adopt textbooks that fail to meet the South Carolina Official Minimum Manufacturing Standards and Specifications. Provided, however, the State Board of Education reserves the right to waive minor deviations and technicalities and in each case the publisher shall be responsible for showing cause why the minor deviations or technicalities cannot be met. Copies of the Official Minimum Manufacturing Standards and Specifications will be made available to the publishers with the official call for bids.

In the event an Evaluating and Rating Committee cannot submit a report that is acceptable to the State Board of Education, the said committee may be dis-