



## Instructional Materials Committee

Monday, 13, 2017  
 Central Services, Room 212  
 4:00 – 6:00 pm

### Attendees:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> <b>Amy McAuliffe</b> , Primary, Carl Cozier                     | <input type="checkbox"/> Elementary LMS   |
| <input type="checkbox"/> Primary  | <input type="checkbox"/> Middle LMS   |
| <input checked="" type="checkbox"/> <b>Arionda, Feeney</b> , Intermediate, Wade King                | <input type="checkbox"/> High LMS   |
| <input checked="" type="checkbox"/> <b>Meredith Attar</b> , Intermediate, Roosevelt                 | <input checked="" type="checkbox"/> <b>Ryland Huff</b> , School Administrator, Bellingham |
| <input type="checkbox"/> <b>Melissa Cornelsen</b> , Middle School, Fairhaven                        | <input type="checkbox"/> <b>Julie Batten</b> , School Administrator, Columbia             |
| <input type="checkbox"/> Middle School  | <input checked="" type="checkbox"/> <b>Maryann Kuhn</b> , Parent                          |
| <input checked="" type="checkbox"/> <b>Lynn Carroll</b> , High School, Bellingham                   | <input type="checkbox"/> Parent   |
| <input type="checkbox"/> High School,   | <input type="checkbox"/> Parent   |
| <input checked="" type="checkbox"/> <b>Charisse Berner</b> , Chair, Director of Teaching & Learning |   |

Topic	Discussion	Decision
1. <b>Welcome</b>	Charisse welcomed everyone. She asked everyone to introduce themselves and to check that their information is correct on the roster.	
2. <b>Current Committee membership &amp; recruiting of new members</b>	Charisse asked for help in recruiting some more members for the committee. Charisse will send the link to the committee members to give to people interested in joining the committee. She will reach out to the librarians who were on the committee last year to ask them to reapply.	
3. <b>Policy 2020 &amp; 2311</b>	<p>Before looking at the policy 2020 &amp; 2311, the committee reviewed the minutes from last year to help ground the committee in what needs to be done this year.</p> <p>The main job of the IMC is to check that a selection process is used when recommending core materials for courses/grade levels; and to provide another more generalized level of review of the materials ensuring that they are appropriate.</p> <p>Charisse found an old policy (3211) that the committee will look at and possibly incorporate into policy 2020 (current policy).</p>	
4. <b>Establish committee quorum</b>	The committee agreed on defining a quorum as half the number of members, plus one (including voting by proxy).	
5. <b>High School Core Resource list and new course list</b>	As we move to a 4 X 8 schedule at high schools next year there is a significant increase in new course offerings. New courses will need new core resources. This year, the District created a common course catalog for all high schools which has included significant collaboration across	

	<p>our high schools. Although some courses are only offered at one school, the vast majority of the courses are offered at the three comprehensive high schools. Creating a common course catalog has helped us to develop a clean list of courses. Now we are developing a list of all courses that includes the core materials used for each course. We looked a copy of the list in draft form. Charisse will present a more complete list to IMC later this year. We will be developing similar lists for middle and elementary school levels.</p> <p>The committee will be asked to grandfather the textbooks already in use. Question was asked if teachers will feel pressured to go with a published resource over a homegrown resource. Charisse said that the Middle School Social Studies Adoption Committee is grappling with that issue right now. As we move to 1:1 technology, we will consider home grown materials, Open Educational Resources and commercially developed materials.</p>	
<p><b>6. Abnormal Psychology: Essential Cases &amp; Reading</b></p>	<p>Charisse asked the committee to look at the Nonfiction/Informational Text Teacher Recommendation form submitted for <b>Abnormal Psychology: Essential Case Studies &amp; Readings</b>. This is a college level supplementary book being used at SHS for the Abnormal Psychology course. The text is considered a collegiate level text. The book describes case studies dealing with specific disorders, with the purpose of understanding the disorders. Charisse asked the committee to read through the answers on the form from the teacher, and asked their opinion on how the form worked to inform them as IMC members who would be asked to vote on recommendation for approval.</p> <p>--Committee members wondered about the bias questions. Their concerns were about a teacher or committee feeling like they need to score the text as not biased. Questions were raised about using bias as a teaching point and how this works with the IMC form.</p> <p>--Teachers are used to using rubrics where the "top" score is desired outcome. They wondered if the headings for the qualitative text complexity would lead those completing the forms to think we want to adopt only the most complex text. Would removing the headings help with this?</p> <p>--Quantitative measures, should "college level text" be added as another choice?</p> <p>--We can encourage staff to explain if and/or how particular complexity levels fit with the goals of the course.</p>	<p>Charisse will look for additional information about bias screening and present if for more discussion and possible revision of our forms.</p>

**Summary:** The committee met and reviewed our purpose, established a quorum and practiced using the Non Fiction/Informational Text teacher form on a text to give feedback about how this helps committee members understand the rationale for selecting a resource. We will have more discussions about required bias screening at our next meeting. And we anticipate having authentic submissions at our next meeting.

**Future meeting dates:** April 24 & May 23 (4:00-6:00 at the District Office)

