

Instructional Materials Committee Meeting Minutes

Date: Monday, May 4, 2020

Time: 4:00 pm

In Attendance (all members present):

Darcy Brixey, Chair

Caleb Perkins

MaryMargaret Welch, Presenter, Science Program Manager

Charmaine Marshall, Principal Representative

William Jackson, Principal Representative

Kyle Wang, Parent Representative

Jen Beatty, Parent Representative

Andrea Young, Notetaker, Instructional Materials Specialist

Agenda

- Greeting and Discussion of Work (Darcy) 4:00-4:15
- Recommendation to Approve Chem B adoption (Mary Margaret Welch) 4:15-4:30
- Questions from the committee
- IMC Decisions: Vote to approve recommendation for adoption of District Developed Instructional Materials for Chemistry B: Roll call vote ; passed unanimously 7-0

Notes

Greeting and Discussion of Work (Darcy)

Darcy reviewed the charge of the Instructional Materials Committee. She also recapped the policies applicable to the process (Board Policy 2015 & Superintendent Procedure 2015SP.B).

She then clarified the role of the Adoption Committee, which is to review and select curriculum, provide subject matter expertise, vs. the Instructional Materials Committee, which is to certify that the Adoption Committee followed board policy, their own criteria, and state law, in selecting curriculum materials to adopt. She reviewed what the previous IMC members (whose terms expired) had already voted on during the previous phase of the science adoption (Adoption Committee membership, timeline, communication plan, other parts of the newly adopted science curriculum with the exception of Chem B).

Recommendation to Approve Chem B adoption (Mary Margaret Welch)

Mary Margaret went over the checklist of what the IMC will be approving today, which is outlined in a new document to be signed by Mary Margaret, adoption coordinator, and Darcy

Brixey, manager of instructional materials, before attaching it to the BAR and forwarding it to the school board for approval.

Mary Margaret asked if there were any questions from the IMC, and concluded her presentation.

IMC Decision(s)

At 4:15 pm, Darcy moved to vote to recommend the District-Developed Chemistry B Instructional Materials for adoption. Caleb seconded, and a roll-call vote was taken. The motion passed unanimously by roll-call vote, 7-0.

Darcy then moved to adjourn the meeting at 4:18 pm.