

K-5 English Language Arts Adoption Committee Minutes

Date: June 15, 2025

I. Reflection on Category/Criteria Data

Committee members came prepared to discuss one of four evaluation tools they studied to inform the draft categories and criteria. After sharing reflections in small groups, members collaborated to revise and refine the existing evaluation criteria based on new insights.

II. Category Recommendations & Considerations

Each small group reached consensus on recommendations for finalizing the categories. These recommendations were presented to the full committee. After hearing recommendations from all seven small groups, the committee reviewed and debated three proposed sets of categories. The committee reached consensus on one framework consisting of four major categories: Foundational Skills, Comprehension, Knowledge Building, Writing. Each category incorporates cross-cutting criteria: Culturally Responsive Practice, Oral Language, Assessment and Accessibility/Usability.

Committee members then worked in small groups to redistribute and align the criteria within the selected categories. A feedback team reviewed the revised criteria and provided recommendations, which were incorporated into the final draft.

IV. Category Priorities and Weighting

Committee members individually ranked the four categories and proposed percentage weightings. These were discussed in small groups, who then came to consensus on a group ranking and weighting system. The final agreed-upon weighting (based on group averages) was as follows: Foundational Skills (30%), Comprehension (25%), Knowledge Building (22%), Writing (23%)

V. First and Second Round Rating System

The committee reviewed options for rating systems to be used in the evaluation process: Round 1: Debated between 2-point and 3-point scale; and Round 2: Debated between 4-point and 5-point scale.

Consensus was reached on the following: Round 1 Rating System: 2-point scale and Round 2 Rating System: 4-point scale

VI. Next Steps: The meeting concluded with an agreement to reconvene in **September**, at which time the committee will begin its review of instructional materials.

