

K–5 English Language Arts Adoption Committee Meeting Minutes

Saturday, February 7, 2026

9:00 a.m. – 3:00 p.m.

Purpose of the Meeting: Committee members met to continue the process of narrowing the selection of instructional materials for the K–5 English Language Arts adoption. The primary focus of the meeting was to review, discuss, and compile stakeholder feedback data to inform a final adoption decision.

- I. **Review of Adoption Process and Evaluation Tools:** Facilitators reviewed expectations for Round II of the evaluation process, emphasizing the importance of evaluating both the *weight* and *quality* of evidence collected. Committee members were reminded that the Round II Evaluation Tool will use a four-point evidence scale: Superior Evidence, Strong Evidence, Minimal Evidence, No Evidence. In accordance with the scale, committee members are required to collect sufficient data for each criterion in order to justify the score. Additionally, the evaluation tools must include data and supporting comments from various stakeholders—staff, family, community and field testers.
- II. **Subcommittee Work:** Committee members were organized into subcommittees aligned to the following evaluation categories: Foundational Skills, Comprehension, Knowledge Building and Writing Each subcommittee engaged in the following tasks:
 - Reviewed and documented staff and family survey feedback by criterion and vendor.
 - Analyzed field tester survey data and comments, compiling relevant percentages, numerical data, and qualitative feedback aligned to assigned criteria.
 - Reviewed Round I Evaluation Tool data to confirm validity of evidence.
 - Valid data points were moved forward to the Round II Evaluation Tool.
 - Invalid or unsupported data points were removed from the evidence list.
- III. **Scoring Process:** Subcommittees began scoring each assigned criterion using the Round II Evaluation Tool. A **Likert-scale rubric** was provided to ensure consistency and calibration across all groups during scoring.

Next Steps: The committee will continue scoring and analysis during the next adoption meeting on Wednesday, February 11, 2026