

Instructional Materials Committee Meeting Agenda and Notes

Date: Tuesday, June 23, 2026

Time: 4 pm

Present (via Microsoft Teams):

Darcy Brixey, Chair, IMC

Caleb Perkins, Co-chair, IMC

Andrea Young, Notetaker, Instructional Materials Specialist

Rina Geoghagan, Principal Representative

Patrick Gray, Principal Representative

Walter Chen, Parent Representative

Jesse Flores, Parent Representative

Elissa Farmer, Becky Kitzman (Math department), presenters

Agenda:

Welcome to new member, Principal Geoghagan, Darcy

Presentation of PreCalc, Calc and Statistics (PCS) Membership selection, Elissa Farmer, Becky Kitzman

Timeline adjustment, Elissa Farmer

Action items:

- Vote to approve PCS adoption committee membership
- Vote to amend the approved adoption timeline to accommodate the Superintendent's request for a longer field test.

Notes:

Darcy welcomed a new IMC member. Principal Mendoza has moved out of the district, and Principal Geoghagan is joining the Instructional Materials Committee. When the school board approved the IMC members, they also approved alternates. Principal Geoghagan is a school board approved alternate.

Elissa Farmer, math program manager, presented an updated timeline for upper advanced math courses adoption. A timeline was already approved by the IMC at the May 26th meeting, but the math department needed to make some adjustments to the timeline per request by the Superintendent to have a longer field-test. The adjustments to the timeline include lengthening the field-test period from 9 weeks to 12 weeks and moving up their decision-making regarding selection criteria so it would be ready for the RFP. Walter Chen asked to what extent the field testers are trained and how they'll ensure the testers are

using the materials with fidelity and not just using the problems. Elissa said the field testers commit to teaching the materials as intended, and the testers are going to be observed and get feedback from the teachers during the field-testing process.

Becky presented the new committee members for the PreCalculus, Calculus, and Statistics adoption. They have nineteen members, including high school educators from four out of five regions plus JSCEE. This included current or past teachers of Precalculus, Calculus, and Statistics. They chose all ten teacher/educator applicants and nine students/community members for the committee. ML, Gen Ed, Special Ed, and HC students are all represented.

Patrick asked if the students on the committee would overlap with the field testing, and Becky said they are keeping an eye on that, but she didn't think there was an overlap. Caleb asked them to compare the number of applicants vs other adoptions. Becky said they had ten teachers/staff apply and chose all of them. Seventeen or eighteen students applied, and they chose nine.

Andrea asked if it was usual to only have students as community members as opposed to parents and students, and Becky said they did not receive any applications from parents. Jesse asked what the prerequisites for the students were, and they said all the students have taken at least PreCalculus or have some previous experience with the subjects. She said the students who applied were all very qualified and enthusiastic for the subject area and excited about being involved to ensuring the district adopts a curriculum that gives students a good experience.

Action items:

Amend timeline: Patrick moved for a vote, and Rena seconded to approve the updated timeline. Darcy called for a vote, and it passed unanimously.

Approval vote for adoption committee members: Patrick moved to approve the committee members and Walter seconded to approve; the members voted unanimously to approve the committee.

Due to the amended timeline, the September meeting will need to be rescheduled. Darcy will send out a Doodle poll. Please complete by end of Thursday, June 25th to get the September meeting on our calendars. The meeting was adjourned at 4:30 pm.