

SPS Spanish Instructional Materials Adoption Committee

Meeting Summary April 4, 2019 9:00 am – 3:30 pm

Location: JSCEE 2772

In attendance: Jay Waltmunson, Michele Aoki

SPS Teachers/Staff: Cara McEvoy, Amos Wiedmaier, Ceinwen Bushey, Elizabeth Thomson, Catherine Schmider, Christopher Quigley, Deborah Alonso, Janice Lehmann, Jennifer Wittenberg, Mary Lanza, Meghan Schumacher, Teresita Tobon, Tricia Nielsen, Victoria Jones
Community members: Chris Fontana; David Simmons;

Committee members not present: Angelica Mendoza-De Lorenzo, Jeanne Finley, Sabrina Spanagel, Harvey Wright, Mary Giordano, Patricia Venegas-Weber

[Spanish Adoption Web Page](#)

Agenda

1. Review the Group Norms
2. Review the Goals for the Day and Outcomes
3. Review the submitted materials
4. Decide on products for the field testing
5. Review Next Steps in the Adoption process


Goals for the Day

1. Review only the set of vendor Instructional Materials that were properly submitted through the RFP (Request For Proposal).
2. Score each vendor's product using the Criteria that the Adoption Committee developed and approved by the SPS Instructional Materials Committee.
3. Identify the top candidates that score high enough to be worthy of field testing and potential adoption.

Outcomes

- Decision on which (if any) vendor products will be recommended for field testing
- Documentation of the decision-making process based on **scores** using the approved Selection Criteria

Meeting Notes – Review of Instructional Materials Candidates

Adoption Coordinator Michele Anciaux Aoki and assistant Jay Waltmunson facilitated a review of the committee-selected programs. Committee members spread out across four stations (tables) with instructional materials from the four vendors: Cengage, Pearson, Houghton Mifflin Harcourt, and Vista Higher Learning. Each station contained the set of vendor program materials (e.g., student and teacher textbooks and workbooks), as well as online login materials. Committee members reviewed materials at each station one [Review Criteria](#)  Category at a time, rotating to a new station about every ten minutes until that Criterion Category was complete. Each committee member completed four Criterion Category sheets with ratings during each rotation. The Committee completed five rotations (for the five Criterion Categories).

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The Adoption Coordinator facilitated a discussion among the Committee members. After completion of the three evaluation rotations for Bias, Accessibility, and Assessment, the Committee voted unanimously to reject Cengage, which had placed #4 for each of those Criteria Categories. Upon completion of all five rotations for the other three vendors, there was discussion about whether to reject the Houghton Mifflin Harcourt product (Avancemos) because about half of the Adoption Committee members felt that it was inadequate in providing Comprehensible Input to support student learning (in particular, adequate authentic reading materials in Spanish). Although Avancemos placed overall #3 among the three finalists, the ratings were similar enough among the three finalists that the Committee agreed to include it in the field-testing process so it could be compared directly with the other two vendor products.

Meeting Adjourned

Adoption Committee members concluded their work for the day and adjourned until the next meeting, planned for mid-June to review results from the field testing.