

Meeting Minutes

October 18, 2022

Instructional Materials Committee

Facilitator: Jamie Prescott, Director of Learning Services • Secretary: Vanessa Adams, Learning Services

Members

Mary Jo Budzius
Alyson Burks
Roxane Chan
Adil Chaudrey
Beth Christofferson
Chris Cocklin-Ray
Tyler Duell
Liz Evans
Ryan Hsi
Sharon Jarnigan
Kati McConn
Chuck Millsap
Erica Ottesen
Alex Perry
Sophie Prock
Mia Shi
Kristy Siekhaus
Brittney Starks
Kim Thomas
Beilan Wang
Alexandra Weil
Jon Wollmuth
Vivian Zhou

The meeting was called to order at 4:04 PM and held via Zoom Video Conferencing. There were no curriculum submissions for review. As a result, Jamie asked only new members to participate in this meeting so she could give them an overview of [Board Policy 2020](#) which governs the actions of the Instructional Materials Committee. Board Policy 2020 establishes procedures for the adoption of core instructional, intervention, supplemental, temporary, controversial, and pilot materials. The IMC's role in the curriculum review process is an integral part of the district's educational programming. The IMC is comprised of parents and faculty from all schools, and high school student representatives.

The four different types of materials that may come before the IMC are:

Core materials are curricula for *all* students in a particular class or course (textbooks, whole programs in elementary, etc.). In general, school adoption committees vet core materials at the school level and then present them to the IMC. If the IMC approves the core materials, the public may view them before the Superintendent presents the materials to the School Board.

Pilot materials are materials that require more authentic data to determine if they will work in a classroom. If school adoption committees determine the pilot materials should become core materials, they will bring them before the IMC for a vote.

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Supplemental materials are used to enhance the core curriculum. As long as they do not completely replace the core they do not need to go through the IMC.

Controversial or Temporary materials are typically approved by the principal as long as they are supplemental in nature. However, a principal may ask the IMC to provide another perspective as well. Temporary materials are also approved by the principal and reflect a current event that is not part of the ongoing curriculum.

Though there were no submissions at this meeting, Jamie expects several course submissions throughout the year, including science, math, and social studies.

Information about the IMC and links to its policies can be found on the [IMC website](#). Jamie recommended that new IMC members review Board Policy 2020 and its forms and procedures before the January 17, 2023 meeting.

Vanessa will post the agenda for the January 17, 2023 meeting on the website one week in advance. She will also email the agenda to IMC members when it becomes available.

The meeting adjourned at 4:21 PM.