

**WORKSHOP AND MEETING AGENDAS
STATE TEXTBOOK AND INSTRUCTIONAL MATERIALS QUALITY COMMISSION**

March 25, 2024
10:00 A.M. CST

Location

In Person:
Cordell Hull State Office Building
Senate Room 2
425 Rep. John Lewis Way N
Nashville, TN 37243

Livestream: [Link](#)

Textbook Commission Workshop Agenda* (commenced at 10:04 a.m. CT)

1. Introductions of Commission Members & Opening Remarks
Dr. Linda Cash, Commission Chair

Dr. Linda Cash	Present
Mr. Mike Bell	Present
Mr. William "Billy" Bryan	Present
Ms. Katie Capshaw	Present
Ms. Laurie Cardoza-Moore	Present
Mr. Daniel French	Absent
Dr. Kathy Hickie	Present
Ms. Lee Houston	Present – Transitioned to Senior Director of the Textbook Commission
Dr. Cherrye Robertson	Present
Dr. Christy Wall (Non-voting Commissioner Designee)	Present
Ms. Nikki Jones-Wallace (Non-voting Commissioner Designee)	Present

Quorum Confirmed

2. March 25, 2024 Commission Meeting Workshop Agenda Items
Dr. Linda Cash, Commission Chair

- Dr. Cash called meeting to order.
- Dr. Cash thanks Lee Houston for accepting the new position as Textbook Director.
- Dr. Cash reminded team that agenda items were up for discussion.

3. Section D: Advisory Panelist Selection

Ms. Lee Houston, Senior Director Textbook Commission

- Ms. Houston shared that they have a list of the reviewers that scored 80% or above.
- Dr. Cash asked about the breakdown of materials
- The department shared details about the reviewer selection. Each panelist was reviewed by three people. Only two topics would be reviewed by 2 topics. Earth & Space Science and Physics only had two reviewers apply.
- Dr. Cash asked if the recommendation was to hire all 12 panelists and the department confirmed.
- Dr. Cash welcomed Tennessee House of Representatives and Chair, Scott Cepicky.

4. Section D: Science Adoption – TDOE Advisory Panelist Training

Ms. Virginia Mayfield, Senior Director TDOE

- The department walked the commission through the training materials and asked if the commission approved of the two-page statutory details document and, if so, where it should be placed within the training PowerPoint.
- Dr. Cash mentioned clarification about not aligning with Common Core State Standards (CCSS).
- The department shared that it is at the top of the rubric and in the assurances signed by the publishers when they submit their bid.
- Mr. Bell asked if the advisory panelists would have access to the 14 prohibited concepts, as outlined in T.C.A.
- The department confirmed the 14 T.C.A. codes will be included in the panelists training materials.
- Ms. Cardoza-Moore shared a concern about Pearson Publishing being notorious for signing assurances and still including CCSS references.
- The department asked where the T.C.A. reference should be integrated into the training materials.
- Dr. Cash referred the placement of the T.C.A. codes reference sheet, back to the department.

5. Schedule D: Science Instructional Materials Scoring Rubric Cut Scores

Ms. Lee Houston, Senior Director Textbook Commission

- Ms. Houston asked the commission to confirm the 80% cut scores on the materials rubric.
- Dr. Cash confirmed the 80% cut score but, the state standards must be met at 100% or they fail.

6. Recognition of Schedule D Bid List

Ms. Lee Houston, Senior Director Textbook Commission

- Ms. Houston shared the bid list that met all the guidelines to make a bid. She confirmed the commission is not accepting their materials now. It would just be accepting their bids.

- Dr. Cash asked about Propello Publishing because she was unfamiliar with their company.
- The department confirmed Propello is a new publisher and we have not received bids from them previously.

7. Math Reasoning for Decision Making Instructional Materials

Ms. Virginia Mayfield, Senior Director TDOE

- The department shared the background of math materials review and the bid for a new course.
- The department shared that one publisher bid materials for the new course and was reviewed with 100% of standards and 85% of other items.
- The department asked about approving the materials to send to the State Board of Education (SBE) by May 31st.
- The department mentioned that public review would be needed and would occur over the next few weeks to comply with state law.
- Ms. Cardoza-Moore asked for clarity on the publisher and process for approval.
- The department shared that this was a new course and publishers decided to hold the course because they did not have materials. She mentioned Savaas was the publisher with other approved course materials.
- Mr. Bell asked about the responsibility of the Textbook Commission's in responding to public comments.
- The department said that the public comments would need to be reviewed by the commission but not specifically addressed.
- Dr. Robertson asked what would happen if the materials were not approved under the current timeline proposed.
- The department provided that districts would be left to develop and pull together their own instructional resources at the local level, until an approved curriculum was added to the state approved list.

8. Textbook Substitutions

Ms. Lee Houston, Senior Director Textbook Commission

- Ms. Houston shared there are no textbook substitutions.

The workshop session ended at 10:25 a.m. CT.

***The Textbook Commission Meeting will begin immediately after the workshop. The Commission will adjourn (if needed) at the time announced during the workshop or meeting.**

**Textbook and Instructional Materials Quality Commission Meeting Agenda
March 25, 2024**

1. Welcome & Introductions (commenced at 10:25 a.m. CT)

a. Call to Order

Dr. Linda Cash, Commission Chair

b. Roll Call

Ms. Tabatha Siddiqi, Recording Secretary, Tennessee Department of Education

Dr. Linda Cash	Present
Mr. Mike Bell	Present
Mr. William "Billy" Bryan	Present
Ms. Katie Capshaw	Present
Ms. Laurie Cardoza-Moore	Present
Mr. Daniel French	Absent
Dr. Kathy Hickie	Present
Ms. Lee Houston	Present – Transitioned to Senior Director of the Textbook Commission
Dr. Cherrye Robertson	Present
Dr. Christy Wall (Non-voting Commissioner Designee)	Present
Ms. Nikki Jones-Wallace (Non-voting Commissioner Designee)	Present

c. Introductions of Commission Members

Dr. Linda Cash, Commission Chair

2. Consent Items (Voice Vote)

a. Adoption of Agenda

Dr. Linda Cash, Commission Chair

Motion to adopt the agenda made by: Mr. Mike Bell
 Motion seconded by: Mr. William "Billy" Bryan
 Dr. Linda Cash, Commission Chair, requested a voice vote.
 No objections.
 Adoption of the agenda passed unanimously.

3. Consent Items (No Vote)

- a. Substitutions
Dr. Linda Cash, Commission Chair

- b. Acknowledgement of Bids Submitted for Schedule D
Dr. Linda Cash, Commission Chair

4. Action Items (Roll Call Vote)

- a. Election of a Chair
Dr. Linda Cash, Commission Chair

Dr. Linda Cash, Commission Chair, requested a motion to nominate the commission chair. No other nominations were suggested.

Motion to nominate Dr. Linda Cash as commission chair was made by Mr. Mike Bell
Motion seconded by Dr. Kathy Hickie

Dr. Linda Cash	Aye
Mr. Mike Bell	Aye
Mr. William "Billy" Bryan	Aye
Ms. Katie Capshaw	Aye
Ms. Laurie Cardoza-Moore	Aye
Mr. Daniel French	Absent
Dr. Kathy Hickie	Aye
Dr. Cherrye Robertson	Aye

Dr. Linda Cash unanimously elected as commission chair.

- b. Election of a Vice Chair
Dr. Linda Cash, Commission Chair

Dr. Linda Cash, Commission Chair, requested a motion to nominate the commission vice chair.

Motion to nominate Mr. Mike Bell as commission vice chair made by Dr. Linda Cash
Motion seconded by Mr. William "Billy" Bryan

Dr. Linda Cash	Aye
Mr. Mike Bell	Aye
Mr. William "Billy" Bryan	Aye
Ms. Katie Capshaw	Aye
Ms. Laurie Cardoza-Moore	Aye
Mr. Daniel French	Absent
Dr. Kathy Hickie	Aye
Dr. Cherrye Robertson	Aye

Mr. Mike Bell was unanimously elected as commission vice chair.

c. Approval of Minutes-February 28, 2024

Dr. Linda Cash, Commission Chair

Dr. Linda Cash, Commission Chair, requested a motion to approve the Feb. 28, 2024 minutes.

Motion made by Mr. Mike Bell.

Motion seconded by Mr. William “Billy” Bryan.

Dr. Linda Cash	Aye
Mr. Mike Bell	Aye
Mr. William “Billy” Bryan	Aye
Ms. Katie Capshaw	Aye
Ms. Laurie Cardoza-Moore	Aye
Mr. Daniel French	Absent
Dr. Kathy Hickie	Aye
Dr. Cherrye Robertson	Aye

The adoption of the minutes passed unanimously.

d. Approval of Advisory Panelists

Dr. Linda Cash, Commission Chair

Dr. Cash requested a motion to approve the advisory panelists for the science adoption.

Motion made by Mr. Mike Bell.

Motion seconded by Mr. William “Billy” Bryan.

Dr. Linda Cash	Aye
Mr. Mike Bell	Aye
Mr. William “Billy” Bryan	Aye
Ms. Katie Capshaw	Aye
Ms. Laurie Cardoza-Moore	Aye
Mr. Daniel French	Absent
Dr. Kathy Hickie	Aye
Dr. Cherrye Robertson	Aye

The advisory panelists were approved unanimously.

- Dr. Cash asked when the training would begin.
- Ms. Houston confirmed April 26 & 27, 2024 for the training dates.

e. Approval of Instructional Materials Rubric Cut Scores for Science

Dr. Linda Cash, Commission Chair

- Dr. Cash confirmed the cut score is set at 80%.

Dr. Cash requested a motion to approve the 80% cut score for the science adoption.
 Motion made by Ms. Katie Capshaw
 Motion seconded by Dr. Kathy Hickie

Dr. Linda Cash	Aye
Mr. Mike Bell	Aye
Mr. William “Billy” Bryan	Aye
Ms. Katie Capshaw	Aye
Ms. Laurie Cardoza-Moore	Aye
Mr. Daniel French	Absent
Dr. Kathy Hickie	Aye
Dr. Cherrye Robertson	Aye

The 80% cut score was approved unanimously.

f. Math Reasoning for Decision Making Materials Approval
 Dr. Linda Cash, Commission Chair

Dr. Cash requested a motion to approve the math reasoning for decision making materials.
 Motion made by Mr. William “Billy” Bryan.
 Motion seconded by Dr. Kathy Hickie.

- Mr. Bell asked about the communication of advisory panelist and the individual review.
- The department confirmed they review the assigned materials independently and do not discuss materials or scores with other reviewers.
- Dr. Cash shared she went to math training and observed the clarity of expectations of individual review.

Dr. Linda Cash	Aye
Mr. Mike Bell	Aye
Mr. William “Billy” Bryan	Aye
Ms. Katie Capshaw	Aye
Ms. Laurie Cardoza-Moore	Aye
Mr. Daniel French	Absent
Dr. Kathy Hickie	Aye
Dr. Cherrye Robertson	Aye

The motion to approve the math reasoning for decision making materials passed unanimously.

g. Library Materials Appeals (standing item)
 Materials Appeals occur during regularly scheduled meetings per the Library Guidance provided by the Commission.

- No appeals
 - Dr. Cash reminded Ms. Houston that they should be working on a checklist to put on the website and would like to work on the review during the July meeting.
 - The department will work to develop this requested item.
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5. 2024 Meeting Dates

Special Call Meeting: July 18, 2024 with July 19, 2024 as an alternate

- July 19 was removed as an alternate date, as many had conflicts.
 - Preference was noted to a morning meeting on July 18.
 - Regularly Scheduled Meeting: October 2, 2024
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6. Other Business from the Commission

- None
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7. Meeting adjourned by Commission Chair, Dr. Linda Cash, at 10:37 a.m. CT

Dr. Linda Cash, Commission Chair