

North Carolina Textbook Commission Meeting Minutes

North Carolina Department of Public Instruction
Raleigh, NC

(March 28, 2019)
(9:30 AM)
(SBE Room, NCDPI)

Members Present (on site): Michelle Gray, Dawn Hester, Kathleen Linker, Lisa Springle, Lindsey Sise, Major (Ret.) William Chesher

Members Present (virtual): Tracy Arnold, Angela Flowers, Hannah Jimenez, Cassandra Morrison, Lora Austin, April Riddle, Jodi Rae Autry, Kim Robertson, Aubrey Godette

Members Absent: Kelly Browning, Edward Coggins, Dr. James Davis, Christopher Madden, Susan Mills, Dr. Lynn Moody, Michelle Perry, Stacie Wood

Others Present: Dr. Kristi Day, Lisa Llewellyn, Kelly Schultz, and Stacy Daniel (ELA Consultants, NCDPI); Dr. Carmella Fair and Kathy Parker (DTL Consultants, NCDPI); Donna Murray (DTL Consultant, NCDPI, virtual); Ivanna Mann Thrower Anderson (EL Consultant, NCDPI), Beverly Colwell (EC Consultant, NCDPI); Kenya Wallace, Karen Eller, Chris Gregory (Education Consultants, NCSU)

Welcome: Approval of Minutes

Commissioner Linker opened the meeting, and Dr. Carmella Fair completed roll call. Linker asked for motion to accept minutes. Commissioner Chesher made motion and Commissioner Hester seconded, all members present voted to approve.

K-12 English Language Arts Overview and Criteria Training: Dr. Day Day and ELA team introduced themselves; Dr. Day Day explained that she would be presenting about ELA standards and changes and criteria sheets; new ELA standards were implemented this school year; we are no longer a Common Core state and these standards are NC standards that were reviewed and revised by NC teachers

ELA Standards: there are four strands and 2 clusters that contain anchor standards and then grade level standards; pointed out the materials available today on ELA Standards, linked in power point and available online; Dr. Day described the resource and explained the content and noted that they had worked to make sure that there was consistency throughout, it includes “snippets” of how standards can be taught in a classroom, includes glossary, purpose is to support educators and parents; Dr. Day discussed the major changes in standards; Showed a comparison of

current standard and old standard, began with “reading foundational,” pointed out handwriting/cursive standard as a change based on legislation; began reading strand by pointing out theme and central idea; RL & RI 4 changes; RL & RI 6 noted change w/point of view to perspective; RL & RI 10 address text complexity and sustained silent reading/independent reading, took out genres and subgenres as this is local choice; Dr. Day described changes to the Writing strand parts from 2010 standards were absorbed in 2017 version, W9 omitted b/c it’s an expectation of reading standards not writing, changed “technology” verbiage so that it’s aligned w/NC DLCs; Dr. Day explained changes to the Language Strand. Dr. Fair checked for questions online.

Commissioner Cheshier asked if these were the guiding documents needed to analyze content of textbooks. Dr. Day affirmed.

Gathered a lot of feedback from the field regarding L1 and 2 which led to formation of continuas, focus on grammar and conventions, separated by grade band rather than grades, highlighted some specific points from various grade bands, the continuas are one of the main changes in these new standards; L4 absorbed some of L5 related to word relationships, noted “and/or” change that may impact instruction; L5 now focused on figurative language; L6 has small change in terminology “gathering” to “developing”, Language strand had the most changes; Described changes to Speaking and Listening, not many changes, 4 absorbed , important to know that S&L should be integrated into other strands; Dr. Day then moved on to criteria sheets as there were no questions.

Criteria Sheets-there is a K-5 and 6-12 so will highlight the differences; gave commissioners a moment to read through Part 1. Dr. Day proceeded to point a few things out on the sheets such as the support of a minimum of 80% of grade level expectation in ELA, “text” is very broad and can be a variety of text types, variety of genres and diversity important, pointed out difference in qualitative and quantitative text complexity. Dr. Day stopped and asked for questions and Dr. Fair checked w/those online. There were no questions. Dr. Day gave commissioners a moment to read through Part 2. Commissioner Linker pointed out that there are new members so she asked if Dr. Day could go back to Part 1, D and go over for the purpose of clarifying for these new members.

Dr. Day backed up and discussed D. There should be concepts clearly explained in the materials for teachers to help teachers better understand the concept. Dr. Day then moved on to Part 2 and went through the slide points, emphasized that integration must be purposeful, grammar should also be integrated in the writing piece “grammar in context,” connect w/G, text complexity important, F differs from k-5 to 6-12, writing should always be connected to text and tasks, want range of tasks, questions should be aligned to standards, differentiation important, extension also. Dr. Day stopped and had moment for questions and comments. Dr. Fair checked w/those online. There were none. Moved on to Part 3. The longest part but most are pretty standard. Dr. Day went over the points on the slide, grade level expectations should not be lowered but scaffolding should be used to bring students

up, should not lower grade level complexity, standards were created to build up, for text layout the focus should be on the text and distractions limited, reminder that text can be a variety such as an infographic, representing diverse perspectives in a balanced manner, factual and objective w/a balance, really important that the teacher's manual is well organized and easy to understand where integration takes place, differentiation should include ESL, AIG, etc., technology should be strategic. Dr. Day stopped for questions and Dr. Fair asked those online. There were none.

Dr. Day thanked Commissioners for their work and effort. Noted how important it is for NC students and teachers to have aligned materials.

Commissioner Linker noted break until 10:55

Dr. Fair Led Roll Call After Break

Commissioner Aubrey Godette joined virtually

Digital Considerations and Technology Criteria Training: Donna Murray joined virtually and thanked the commissioners for having her speak. Donna went through her slide presentation. Much of what she'll mention is actually in criteria sheets of other content areas. Digital resources should be user-friendly, easy to navigate, not be distracting from content but support content, ability to be converted to specialized formats for accessibility, looking for opportunities through digital resources to do other things such as interactivity, device and browser agnostic so accessible regardless of device and browser, accessibility consider text alternatives for non-text content, text to speech, audio captions, appropriate design elements, student choice, multimedia, real life examples, gamification, opportunities for scaffolding/differentiation. Dr. Fair noted that Donna's audio was cutting in and out so Donna will follow up w/Dr. Fair and get her the notes for the slides. Donna's presentation continued. Donna paused for questions. Dr. Fair gave online participants the opportunity for questions. There were none. Donna thanked the group again and wished us a productive day.

EC Overview and Criteria Training: Beverly Colwell thanked the group for having her. She presented her slides beginning w/identifying EC areas of eligibility. Pointed out that 99% of these students are instructed and assessed on same information as their peers. Therefore, access to the textbooks is important. She highlighted UDL questions to consider such as flexibility for learning, emphasized language and content access and accommodations, many are appropriate for all students such as alternate formats, adaptability, etc., access and accessibility tools, noted that there was a lot of overlap in the areas presented so far which is positive.

EC Criteria Sheet: Discussed her slides beginning w/Content and what reviewers should look for, items that needed to be included in materials, considerations for resources, text, technology, included links to additional information for EC

resources for reviewers, reminded us of importance of equity vs. equality. Stopped for questions. Dr. Fair checked with those online. There were none.

EL Overview and Criteria Training: Ivanna Mann Thrower Anderson noted that there were similarities between ELA, EC, and ESL but some important differences. She then presented her slides. Keep in mind language ability vs. content ability. NC is a WIDA state which provides standards which focus on the language that supports a content, looking at connector words that are embedded in content, the language that is part of the content, w/language and content access she noted that native language support when available and Spanish is top native language in NC, went over scaffolding considerations, socio-cultural contexts... Are we seeing identities and roles that match our students?..., keep in mind linguistic needs of students and their teachers.

EL Criteria Sheet: went through the evaluation items and elaborated from her slides, opportunity to use first language, glossaries in other languages, vocabulary available w/linguistic modifications, teacher materials modifications for EL students, acceleration not remediation, linguistically and culturally relevant, linguistic development, technology w/screen reader if possible, reiterated equity vs. equality, provided links to resources and contact information. Called for questions. Dr. Fair checked w/those online. There were none.

Commissioner Linker Moved Up the Agenda: Recruitment of Advisors

Be thinking about those in your district as potential advisors. Maps have been put in folder. If we can get districts to submit 1 for each. Call will be going out on various listservs. Works best if you work with other commissioners in your district. Want representation from across the state. Currently no deadlines. She will be following up with Dr. Fair. Important thing is to try to find people before they start making vacation plans for summer. Keep that in mind. If you don't know who to reach out to, the Central Office is a good place to get suggestions. Deadlines will come out in future email. Ballpark want to have names before our next meeting (April 17). We can have digital meetings if we need to. The way the listserv works is that there will be a Google form and potential advisors will submit information. Then behind the scenes work will be to go through that data. Clarification-the Google form will be available in the next 2 weeks w/a flier that can go out to teachers. By April 17, need the Google form completed. Looking for good representation of classroom teachers that need to teach in the area that they are evaluating, from traditional and charter schools, it's ok to have some coaches but prefer classroom teachers, current not retired. **Q:** Will the flier tell teachers when they will be notified if they've been accepted? **A:** They will get notification once commissioners complete decision-making process. Everyone who completes the form will get notification.

Commissioner Flowers described the flier that she and another commissioner are creating. Dr. Fair clarified that these commissioners have been working on this in the background. **Q:** Linker asked Flowers if the 2-week timeline worked **A:** Flowers said yes. Dr. Fair stated that there were just a few more tweaks to do. Commissioner Linker liked idea of sending out an initial "save the date" type communication esp. given that Spring Break is coming. Commissioner Flowers will let Dr. Fair know when it's ready, and Dr. Fair will put it in the

folder. Commissioner Linker emphasized. Every potential advisor has to go through the Google form by the closing date. So even if you've vetted them, they still have to complete the form. Reach out to Dr. Fair and Commissioner Linker if you have any questions.

Break for Lunch Until 12:45

Roll Called After Lunch

Evaluation Platform Update: Kenya Wallace referenced some enhancements made from last year. Will be offering office hours training in June. Karen demonstrated the platform. Advisors and commissioners will have their own logins. Advisors had asked if there could be notifications when they completed a textbook, so that feature was added. Everything has to be filled in to do final submit. Looks the same as last year except it has ELA standards. After standards review, it has criteria review. **Q:** Commissioner Sise, if it doesn't meet the 80% do we have to continue through? **A:** No, the program will gray out and won't let you put anything in those fields. EC advisors have their own criteria which is much shorter and the same for EL advisors. It's pretty straight forward for the advisors. Any questions? There were none. Moved on to Commissioner part. Much like last year. When advisors have completed, they will be listed and their responses. There is a summary of criteria "yeses" that's same as last year. Something different is that they moved the Commissioners' notes in own link. This year the notes page does not populate into final report. There was some confusion last year as to where the notes were. Structured this so that in the final report there's the same structure for each commissioner. There's also a word limit. Makes it easier for readers to understand. **Q:** Commissioner Linker-Are we required to do both? **A:** No, the notes are optional. Commissioner Linker noted the positive changes. You can go back and edit comments. But cannot after you click submit on the final report. **Q:** Commissioner Chesher-Asked for clarification regarding whether or not they have access after the final submit **A:** No, will not have access once the final submission has been done. Dr. Fair stated that they will need to complete all final submissions before leaving **Q:** Commissioner Chesher-Who determines a reconsideration **A:** Commissioner Linker answered-the publisher can ask for a reconsideration. Upon request showed the final report again **Q:** Where does our initial vote populate? **A:** Here (pointed it out on the screen) **Q:** Are all of our notes and comments going to go into that notes section **A:** Linker responded that those are one's individual notes. Dr. Fair clarified that each commissioner's notes/comments would be submitted to the state board...Dr. Fair asked for questions from online participants. **Q:** Commissioner Arnold-Did you limit characters for Commissioners **A:** Both advisors and Commissioners final report is maxed at 600 words. ...Noted that Commissioner Arnold and Linkers notes were used for the template creation. The training guide will be updated with screen shots. Will include reminders like one regarding the system timing out. **Q:** Commissioner Linker-Will those returning have the same login? **A:** Karen said that username will be the same and she can give you the same password...Usernames and passwords and training manual will be available at April meeting. Thanks expressed from both sides.

Textbook Adoption Web Page: Dr. Fair wanted to showcase the site. She showed the navigation to get to the site. Highlighted the left side navigation options. Site houses process, policy, resources, materials, meetings, publisher information, Standard Course of Study, FAQs, etc. Pointed out that SBE districts are used and want coverage across the state. Recently posted the 2018 price list. Noted that 5 year tentative schedule is not complete as it's being planned now and will be forthcoming.

Reimbursement Information: Dr. Fair distributed forms for reimbursement and Substitute Teacher Forms. Commissioner Flowers voiced need for one and was directed by Dr. Fair to email Susan to get an electronic one. Susan McKinney joined and directed for Commissioners to give her parking receipts as soon as possible. Clarified that if they lived 35+ miles away they can stay overnight but need to get hotel w/state rates. **Q:** Do we bring you a zeroed out hotel bill? **A:** Yes... Linker discussed that members should book hotels in advance b/c they fill up quickly in this area

Next Steps/Closing: Location for the sample sites needs to be submitted to Dr. Fair by April 1. Commissioner Chesher made motion to close and seconded by Sise. All voted in favor.

Adjournment: The meeting was adjourned at 1:44 PM.

Minutes taken by: Kathy Parker

Date of Approval: April 17, 2019