

North Carolina Textbook Commission Meeting Minutes

June 15, 2022

4:00 p.m.

Members Present: Jodi Autry, Rikki Baldwin, Aubrey Godette, Kathleen Linker, Alicia Ray, Lindsey Sise.

Members Absent: Katherine Bailey, William Cheshire, Marlena Bleu, Rob Orrill, Susan Mills

Others Present: Dr. Carmella Fair

Call to Order and Welcome: Commissioner Linker began the afternoon planning session for evaluation week. She read the ethics statement.

The main purpose of the meeting this afternoon is to decide who will be ready to debrief tomorrow afternoon. Commissioner Godette said Commissioner Baldwin will help him with this and he will say that 494 will be ready to debrief. Commissioner Baldwin said that she would add 9 to 12 first and Social Studies 6 to 8 should be ready in that order. Commissioner Sise ELD 6 through 12, however, the ELD 6-8 will be moving into the 5th grade classroom in the morning. Commissioner Autry ELD K-5 will need some additional time due to the number of bids and the way that the bids are packaged with k-6 and being reviewed at all levels to earn additional traffic to do their bids. Commissioner Ray, Social Studies will be ready for debriefing on Friday morning. Commissioner Linker asked Commissioner Autry if they should plan the ELD K-5 file at the end? Commissioner Autry said yes, they should plan them at the end to have more time for the advisors to dig into the material. Commissioner Godette said thinks they would benefit from the additional time. Commissioner Linker asked Commissioner Ray would you say Social Studies this afternoon or before lunch? Or do you think there will be any grades that will be sooner? Commissioner Ray said that she believes that Social Studies K-2 would be ready first thing in the morning and 3-5 mid-morning in Social Studies. Commissioner Linker asked Commissioner Sise which of the ELD 6-12 should they go to first? Commissioner Sise said to start with 9 because they are done, and they are going to give 6 to 8 the ability to stay in that grade. Commissioner Linker said if you look at the document this is the rough order that we're thinking. Not ELD 9th, 10th, 11 and 12 Social Studies, American History, Comp, personal finance, founding principles, world history, social studies 6, 7, 8, ELD 6,7,8. Definitely not before Friday would be Social Studies K5 and ELD. K5 will not be before Friday afternoon. We have too many for Thursday afternoon, so we need to figure out from that list who we want to move to first in the

morning on Friday. Commissioner Ray said that if you move those ELD 6-8 to Friday morning that would give them the entire day to work, and they could go directly back to doing their roles. Commissioner Sise and Commissioner Godette both agreed.

Commissioner Linker asked if the Social Studies were one hundred percent finished? Can they go first? Commissioner Sise said that they will be, 9-12 should be ready to go.

Commissioner Linker said that when they time it out, they might need to push somebody down to Friday morning. Does that work okay with it being ELD 9,10,11 and 12?

Commissioner Sise said that once they finish, they can jump into the debriefs.

Commissioner Linker said okay so if we keep them at the top and then start Social Studies and do High School courses and then 6, 7 and 8? Does that look doable?

Looking at the numbers that we have and giving roughly 3-4 minutes per bid.

Commissioner Sise 9-12 doesn't have as much. Commissioner Autry said planning for Friday afternoon, each grade level ELD k-5 has approximately 30 to 35 bids.

Commissioner Linker said that she would think they would be the afternoon block and that K-5 Social Studies would be later in the morning block. Commissioner Ray said that they can be ready in the morning. The one that she is most concerned about is the 5th grade because they do have additional bids and they have more standards. Commissioner Linker said does that order look.....Commissioner Ray asked would Social Studies grade 5 be able to continue working even through Social Studies Grade 3 and Social Studies Grade 4. Commissioner Linker said yes, since they are on the Webex, they will give them time and they will work until that time. So, it wouldn't be K, 3rd, 4th and 5th wouldn't all be there together. We would give them an estimated time to be on the Webex. They would just leave their room and pop-in. They would continue to work until it was time for them to come in and that will put them at the end of the morning block. Commissioner Ray commented that it sounds great. Commissioner Linker said if they need to move someone from Thursday morning to Friday, would you move ELD 9,10,11, and 12? Is there something else that they could be doing Thursday?

Commissioner Ray said yes. Commissioner Linker said that she is going to put them down temporarily at the beginning of the morning because if they go to the other breaks, they will have to debrief later anyway on Friday morning. That will leave us Thursday afternoon with one Social Studies 6-8 and then the 4 high school courses? Maybe separate the ELD courses and move to.....Commissioner Sise if you like to annotate or highlight two of those four 9-12 and they could come Thursday. Commissioner Ray said if you needed to move Kindergarten and 1st grade social studies, they can go first, they can likely go to Thursday afternoon. Commissioner Ray said she would like to leave 2nd grade social studies on Friday morning. Commissioner Linker asked how are the ones that they could possibly move-up to Thursday? They need to put out a rough estimate of 3 to 4 minutes per bid number so they can of firm that up and come up with a more defined timeline because she would really like to give them a time to start and on the schedule, we start at 12 on tomorrow, and she asked confirmation from Dr. Fair. Dr. Fair

said that that was correct. Commissioner Autry said regarding the concern for Friday afternoon, we're looking at approximately 40 bids after looking at the numbers 40 bids per grade level, and if we are allowing 30 or 40 minutes per bid. Commissioner Linker some of the bids are a combination of items, so it might be a little faster. Commissioner Godette said looking through some of the information they were sort of bundled together. Commissioner Baldwin said due to Commissioner Autry's is there a way that we could come up with a more detailed schedule? For example, the way her and Commissioner Godette did there today, could Commissioner Autry put what bid numbers there are so we will have an indication of time to know how to plan. Commissioner Linker said Yes, that would be the next step and know what the order of the room would be to look and see how many bids we think each would need and what kind of block of time would be needed for each. We have some that we could move earlier Thursday to free up some time, but we still wouldn't want to start them too early. As we look at the ELD K-5 we could rank who could come first. In that K-5, 3rd grade can come first instruct them a little earlier now that we know the time frame for the clusters. On the sheet that I've shared in our folder where we have listed, I have put in green the ones that we can move from Friday morning and move it to Thursday. This afternoon if you can take a minute this afternoon and put in parenthesis behind that grade level the number of bids that grade has. Commissioner Linker said that she wants the high school people a chance to know what time they were coming in to debrief in the morning. They (commissioners) will also need to have a chance to talk about what the debriefing looks like for them. Commissioner Sise said she has 5 that will need to go, so that will be helpful. Commissioner Autry asked Commissioner Linker if they could make their criteria sheet reflect the bids that were removed? Or do you have that list? Commissioner Linker said that she is working on trying to make a list of the original list. The others weren't removed, they just weren't provided. So, we would not discuss them because there would not be anything to discuss. Those bids have not actually been officially removed; we just haven't evaluated those materials. Commissioner Autry asked when we're looking at the number of bids, we're looking at the total number of original things? Commissioner Linker said no, that when they debrief, we're going to subtract the ones that were not provided for us from that number. Commissioner Linker asked about the high school courses, they seem to have 7 or 8 maybe bids a piece that 30 minutes would be sufficient between them? Commissioner Sise said for ELD it is because of the number of funding. Commissioner Godette for social studies it is the same it is going to be 30 minutes. Commissioner Linker said if they start at 12, they could do 12, 12:30, and 1:30 and by 2:00 they would be done with the high school social studies. Commissioner Godette said that the way in which the high school was constructed we would be looking at around 4. Commissioner Ray said the 6 through 8 grade is the same as social studies in the same bundle or are you talking about 2 or 3 that can go together? Commissioner Linker said yes. Commissioner Godette said all the social studies four 6-12 could be.

Commissioner Linker said they could take a break between 2:45 and 3:00.

Commissioner Sise asked if they could do some of the ELD at the end if they finish social studies? One of the commissioners said yes, we should be able to. Commissioner Ray said that would give them time to go back and check on everybody. Commissioner Ray asked how many 6 through 8th grade advisors? Commissioner Linker said there are 12. Commissioner Ray said of those 12, five are going so why could we not go ahead and do ELD 6 through 8 so there's 7 that are not able to leave and the 5 that are staying can continue. The discussion was that it would not matter because they would get appointed to do something. Commissioner Linker said that debriefing would start at 9:00 on Friday, they would check on the rooms and give final directions before beginning the debriefing at 9:00. Commissioner Sise said 20 minutes, or do we need a little longer the way they are bundled? Commissioner Linker asked Commissioner Ray if she wanted to move social studies first, kindergarten first? Commissioner Ray said yes. Commissioner Linker said that she will move social studies down with 2nd, 3rd, 4th and 5th because they will be a little bit longer. Commissioner Ray said 2nd, 3rd, and 4th will only need 20 minutes to debrief. Commissioner Linker asked if 2nd may need longer. Commissioner Ray said yes, 2nd grade may need longer. Commissioner Godette said that it is important to do all social studies ELD, 6, 7, and 8 together. Commissioner Linker said if they started with kindergarten and we do 20-minute increments, it would be 11:00 o'clock before we would be finished with the social studies. Commissioner Linker said that the main thing is that she would like to tell the group before they leave that they will be debriefing tomorrow. Commissioner Linker asked the group if they felt that we have a good idea of the briefings up until lunch time on Friday? Everyone agreed.

Commissioner Linker said starting at 12:00 o'clock with Social Studies, American History and on a 20-minute increment. We get through the 4 high schools 6, 7, and 8 grade, and take a short break. ELD 9th, 10th, 11th, 12th grade and finish at 4:00pm. Check on those that have been working in the rooms to get an update on their progress. Then on Friday, they will start at 9:00am. Commissioner Linker asked Dr. Fair if there was any way they could start the meeting earlier? Dr. Fair said that she should not because we have enough space available for people to come, and even though people may not come, that is the time that has been publicized. Commissioner Linker said she knows that they have to have a certain amount of time that you need to let them know that there's a change. Dr. Fair said she could reach out to communications, but Commissioner Linker said that was okay. Commissioner Linker said she thinks they should move social studies and 1st grade to the end of Thursday, that would break up 40 more minutes.

Commissioner Ray agreed. Commissioner Linker said that will give them 30 minutes to get into the rooms to check on everybody. Commissioner Linker said they have the information in their sheets and will look at the larger blocks of time after 10:00 o'clock Friday morning. They will work on those this evening so that they can be finalized in the morning.

Commissioner Linker asked if there were any questions about debriefing and what it looks like before they talk about it? She said as a recap, the advisors and we will be here so they (commissioners) will not need a link. The advisors will have a separate Webex link and they will come in and they will go by bid number and ask for a few pros and a few weaknesses. They will start alphabetically with the first publisher, the first number and work following the spreadsheet. As one finishes the other one can be in the rooms. Commissioner Linker said do we want to give them 10 minutes before time or 15 minutes ahead of time. Commissioner Ray said that we should give them 2 separate times. Example if we want them to start at 3, we should tell them you need to be in the room at 2:50pm. Commissioner Linker said that was a good point, we know what time we want them (publishers) to start and we will tell them 10 minutes before that time to come into the Webex.

Commissioner Linker asked if there is anything else to discuss? She said that when they meet tomorrow morning they will have the schedule for Friday firmed up so they can give the final schedule for Friday before they return to start debriefing. Commissioner Linker said they have the schedule for Thursday and have a rough idea about Friday and will finalize on tomorrow

Adjourned: The meeting was adjourned at 5:00 pm. Commissioner Ray made a motion for the meeting to be adjourned. Commissioner Sise, second the motion. All of the Commissioners present agreed to adjourn the meeting.

Minutes taken by: Audrey Long

Date of Approval: August 3, 2022