

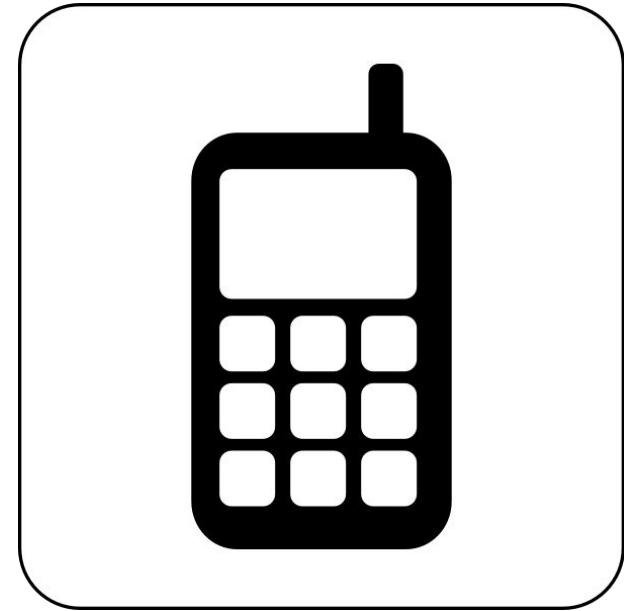
# SOCIAL SCIENCE CURRICULUM ADOPTION COMMITTEE: World History/World Geography Committee Meeting

Wednesday, January 8, 2025  
SUSD Oak Campus

# Call to Order



# Housekeeping



# Welcome

# Roll Call and Introductions

# The Committee

Chris Haak	Teacher	Chaparral
Ashley Crose	Teacher	Saguaro
Brian Cieniawski	Community Member	Desert Mountain
Brittany Panzera	Teacher	Chaparral
Daniel Hyman	Teacher	Saguaro
Arianna Fiandaca	Teacher	Saguaro
Charles Johnson	Administrator	Coronado

# Committee Support

**Dr. Kim Dodds Keran** - Director of Teaching and Learning

- Committee Co-Chair

**Dylan Bullard** - Secondary Social Studies Academic Coach

- Committee Co-Chair

**Dede Johnston** - Instructional Materials Coordinator

# Roll Call - Introductions

*Please introduce yourself with the following information:*

- **Name**
- **Role** (teacher, parent, administrator, etc.)
- **School/Learning Community**
- **In an ideal world, what do you envision a social science classroom looking/feeling like?**



# Sign In Sheets

Please record arrival time on the sign-in sheet as you arrive. Record departure time if you are leaving before the meeting officially adjourns.

# Agenda

# Agenda for Wednesday, January 8, 2025

The Agenda for the meeting is:

1. Call to Order
2. Welcome
3. Roll Call and Introductions

## **Information/Discussion and Possible Action**

4. Approval of 01/08/2025 Meeting Agenda - **Action Item**
5. Open Meeting Laws
6. Committee Goals
7. Committee Norms and Expectations
8. Committee Timeline
9. Arizona Social Science Standards, Advanced Placement (AP) Course and Exam Descriptions
10. Rubric Review and Creation
11. Future Meetings

## Action Item

# Discussion and Approval of Meeting Agenda for January 8, 2025

# Open Meeting Laws

# Open Meeting Law & Public Records Law\*

\*This presentation was created by Jennifer MacLennan of Gust Rosenfeld and is being used with her permission.

Nicholas B. Buzan, Esq.

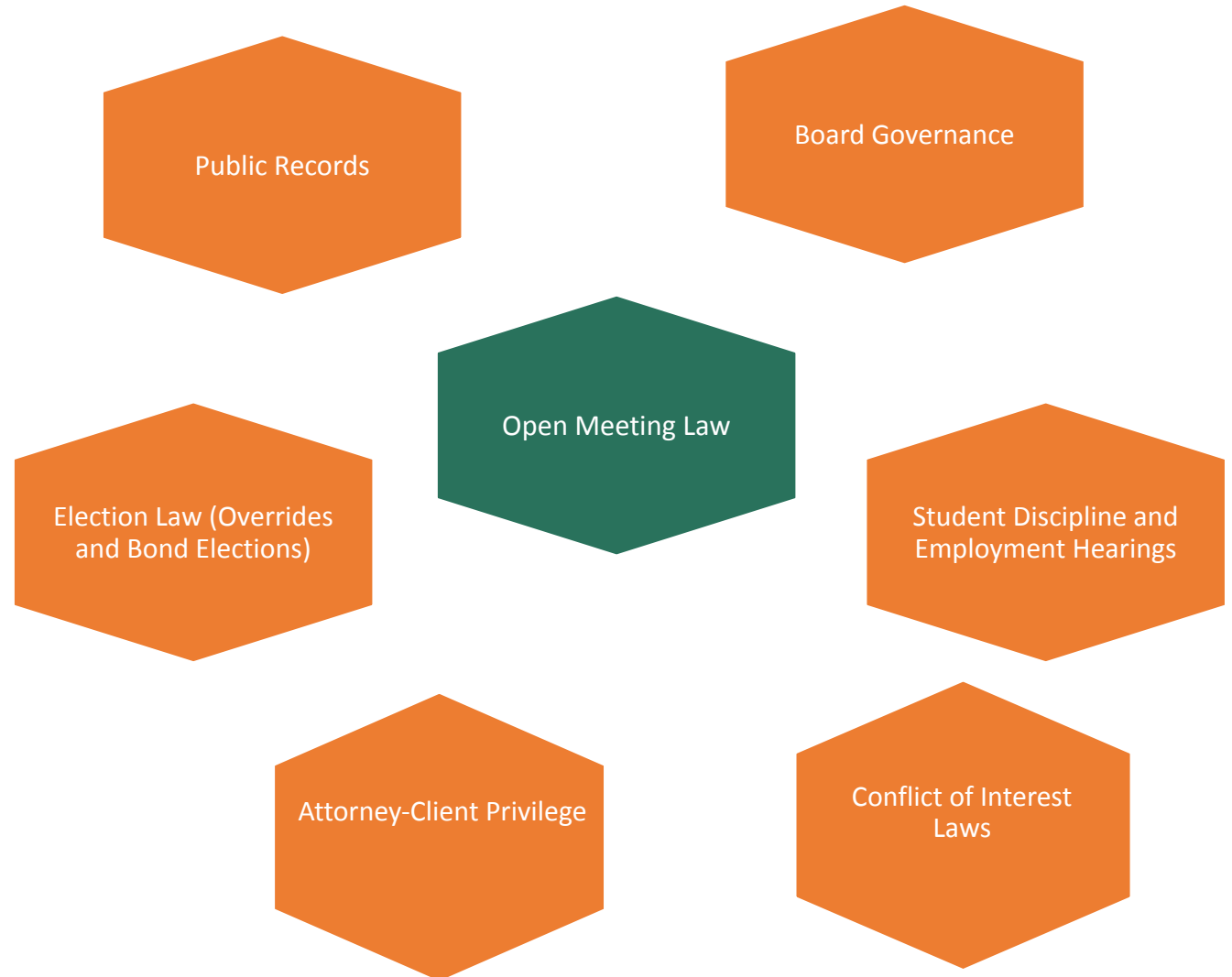
General Counsel

Scottsdale Unified School District

# Agenda

- Public Records Law
- Open Meeting Law- what is it? Why comply?
  - Notice
  - Agenda
  - Executive Sessions
- Questions?

# Introduction





# Public Records

# Public Records Law

- The general policy of this State with respect to public inspection of governmental records is set forth in A.R.S. § 39-121: "Public records and other matters in the custody of any officer shall be open to inspection by any person at all times during office hours."

# Public Records Law

- **Personal Documents**

- Although most documents in a public officer's possession are public records, documents that relate solely to personal matters and have no relation to official duties are not public records even if a public officer or agency possesses them or uses public funds to create them.
- Emails one specific example

# Confidentiality Concerns/Best Interests

- Although there is a presumption in favor of access to public records, this presumption may be outweighed by legitimate government considerations of privacy and the best interests of the State.
- Scottsdale USD v. KPNX- teacher's dates of birth example

# Confidential by Statute

- Over 300 laws in Arizona protecting confidentiality
- Teacher evaluations
- Medical data
- Student records
- Executive session minutes
- DCS records

# Cumbersome Requests

- If the custodian of public records does not promptly respond to record requests and promptly furnish records that are subject to disclosure, access will be deemed denied. A.R.S. § 39-121.01(E).
- “‘Prompt,’ . . . mean[s] ‘quick to act or to do what is required,’ or ‘done, spoken, etc. at once or without delay.’” *W. Valley View, Inc. v. Maricopa County Sheriff’s Office*, 216 Ariz. 225, 230, ¶ 21, 165 P.3d 203, 208 (App. 2007)

# Who is subject to OML (Besides a quorum of the Board)?

- All standing , special, or advisory committees or subcommittees of, or appointed by the Board.
- “Advisory Committee”
  - Officially established by motion or order of the public body or by the presiding officer.
  - Appointed to make a recommendation concerning a decision to be made or considered by the public body.
  - Does not include a committee established by the Superintendent.

# Who is subject to OML (Besides a quorum of the Board)?

- What if we direct the superintendent to establish an advisory committee?
- What if we direct who is on the committee?
- What if Board members serve on the committee?



# A quorum

- Majority
- Vacancies count in determining what your quorum is.

# Agendas

- How specific does it have to be? Be as specific as possible, but if it is for executive session, don't defeat the purpose.
- Lists of employees and vouchers.
  - Available at a public place at least twenty-four hours ahead of the meeting.

# Agendas

Superintendent and Board Reports.

- Notwithstanding subsection H of this section, the chief administrator, presiding officer or a member of a public body **may present a brief summary of current events** without listing in the agenda the specific matters to be summarized, if:
  1. The summary is listed on the agenda.
  2. The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.

# OML in the Age of Technology

Emails.

One member to all Board members generally a bad idea but okay if:

- From superintendent
- No ongoing discussion
- One member replies to you personally without sharing
- But NOT okay if Board member proposes legal action

# OML in the Age of Technology

## Text Messages.

- Public record or no? Probably
- Sending and receiving them during the meeting
- Public thinks you are up to something

# OML in the Age of Technology

Twitter, Facebook, and Statements to the press.

Public statement on a position you are going to take is not a violation.

BUT, commenting between a quorum would be a violation.

# Call to the Public

- Reasonable time, place and manner.
- Crowd control.
  - Recess, recess, recess.
  - Give opportunity to register support or opposition without talking.
- Responding:
  - At the **conclusion** of an open call to the public, **individual members of the public body** may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. **This does not mean a discussion.**

# Executive Sessions 38-431.03(A)

(A)(1) Personnel.

(A)(2) Confidential records.

(A)(3) Legal advice.

(A)(4) Instruct your attorney(s).

(A)(5) Instruct your representatives regarding negotiations with employee organizations regarding salaries, salary schedules or compensation.

(A)(6) international and interstate negotiations.

(A)(7) Instruct your representatives regarding negotiations for the purchase, sale or lease of real property.



# Executive Sessions 38-431.03(A)

Who may attend—only those persons “whose presence is reasonable necessary in order for the public body to carry out its executive responsibilities.”

# Executive Sessions 38-431.03(A)(1) Personnel

1. Does the employee have a right to attend? No. Just a right to have matter discussed in public.
2. Does the employee have a right to minutes? Yes.
3. Can this paragraph be used to discuss reorganization? Not unless specific employees are discussed.
4. 24 hour notice to employee—does this also apply to non-employee applicants? Yes.

# Executive Sessions 38-431.03(A)(2)

## Confidential Records

1. Student Records.
2. Teacher Evaluations.
3. Medical records.

# Executive Sessions 38-431.03(A)(3)

## Legal Advice

Cannot be used as a ruse to talk to each other.

“Once the members of the public body commence any discussion regarding the merits of enacting the legislation or what action to take based upon the attorneys' advice, the discussion moves beyond the realm of legal advice and must be open to the public.”

*City of Prescott v. Town of Chino Valley*

# Executive Sessions 38-431.03(A)(4) Instructing your Attorney

- When is a vote not a vote?
- Applies to:
  - contracts that are the subject of negotiations,
  - pending or contemplated litigation or
  - settlement discussions conducted in order to avoid or resolve litigation.
- But you should also take the (silly?) step of voting in public. *Johnson v. Tempe Elementary*.
- Minutes should reflect instructions.

## Legal Advice . . .

- Of course, e-session discussions are confidential.
- But . . . What happens if attorney advice gets out?
- Only the Board may waive attorney-client privilege.

# Thank you

Nicholas B. Buzan

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# Committee Goals



# SUSD Strategic Plan

## GOAL 1: ACADEMIC EXCELLENCE

*Challenge and inspire students to reach high levels of achievement so they thrive as confident, dynamic, future-ready learners equipped to pursue their passions and ambitions. Commitments:*

**1.1:** Provide learning opportunities that ensure all students graduate prepared for relevant and viable postsecondary higher learning and careers.

**1.2:** Cultivate critical and creative thinking by integrating problem-based learning opportunities throughout the curriculum.

## GOAL 5: OPTIMIZED RESOURCES

*Generate and utilize resources to maximize educational opportunities in order to ensure organizational health.*

**5.3** *Ensure equitable distribution of resources to meet the needs of our students.*

# Committee Purpose and Objective

## Purpose

The purpose of the Social Science Curriculum Adoption Committee 2024-2025 is to review, evaluate, and recommend quality and appropriate textbooks and instructional resources for approval by the district Governing Board.

## Objective

The committee will:

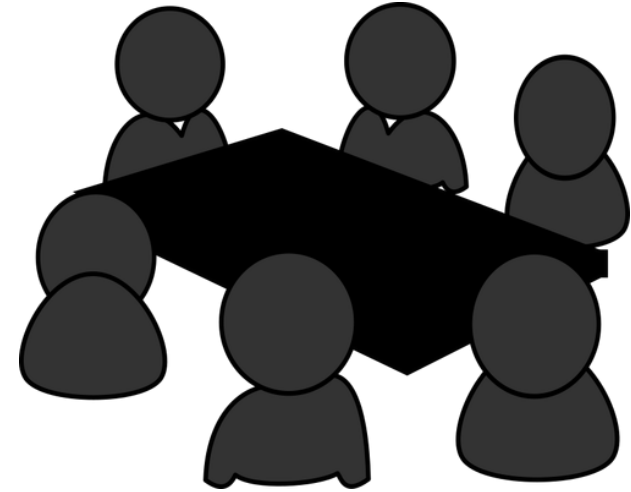
- Learn about Arizona Social Science Standards, College Board Advanced Placement (AP) and Arizona social science education requirements.
- Review rubric criteria to be used to evaluate textbooks and resources.
- Review and evaluate textbooks and instructional resources.
- Recommend textbooks and instructional resources to the Governing Board for formal approval and adoption.

# Courses Included in this Adoption Cycle

- World History/World Geography 2318-2319
- American and Arizona History 2410-2411
- AP United States History 2420-2421
- AP World History 2324-2325
- AP Human Geography 7312-7313

# Committee Norms and Expectations

# Committee Norms



## Establishing norms:

- Encourages behaviors that allow groups to work together successfully.
- Allows groups to dialogue, engage productively in conflict, discuss and decide, invent and problem solve.
- Make it safe to examine one's practice and talk about difficult to discuss topics.

## Key Question:

**How must we conduct ourselves to allow us to work together most successfully to accomplish our goals?**

# Norms

Be fully present.

Listen to understand and ask questions for clarification.

Take care of your needs.

Be open to new ideas.

Invite and welcome the contributions of every member.

Support the group's recommendation after consensus is reached.

Be mindful of how often and how long you speak.

Questions and challenges are welcomed.  
Question and challenge the idea, not the person.

# Clarifying Decision-Making Process

## Defining Consensus

### DuFours et al - Definition of Consensus:

**All points of view have been heard.**

**The will of the group is evident even to those who most oppose it.**

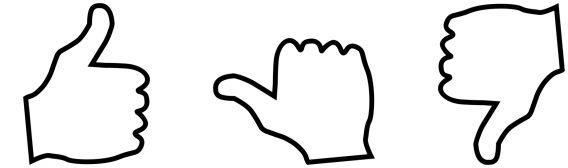
If all members of a committee/group must agree - or if every member of a committee can veto taking action - groups will be subjected to constant inaction... a state of perpetual status quo.

Without a shared understanding of consensus, persons determine their own standards.

Consensus decision making is a group decision making process that seeks consent of all participants where everyone's opinions are heard and understood. It is an acceptable resolution; one that can be supported, even if it is not the "first choice" or "favorite" of each individual.

# Clarifying Decision-Making Process

## Defining Consensus



Consensus is...

- Consenting to a proposal because **group members choose to cooperate** with the direction of the **group rather than insist on their personal preference.**
- ***“Is this proposal something you can live with?”*** While group members may be willing to go along with a proposal, **they do not actually need to favor it above another choice.**
- To ***“consent”***. This means that even if group members disagree, **there is still overall consent to move forward** in order to settle the issue.



# Committee Timeline

# Proposed Adoption Timeline

Date	Description
Wednesday, January 8, 2025	Committee Meeting, 3:30 - 5:30 pm, Oak Campus
Wednesday, January 15, 2024	Committee Meeting, 4:00 - 6:00 pm, Oak Campus
Wednesday, January 22, 2024	Committee Meeting, 4:00 - 6:00 pm, Oak Campus
by Thursday, January 23, 2025	Letters sent to vendors requesting materials to be submitted for review
Friday, January 31, 2025	Vendor deadline to submit Letter of Participation and/or complete Letter of Participation Google Form
Friday, February 14, 2025	Vendor materials due date
Wednesday, February 19, 2025	Public Review of Materials Window Opens
Wednesday, February 19, 2025	Committee Meeting, 4:00 - 6:00 pm, Oak Campus - Materials Review
Wednesday, February 26, 2025	Committee Meeting, 3:30 - 5:30 pm, Oak Campus - Materials Review
Wednesday, March 5, 2025	Committee Meeting, 3:30 - 5:30 pm, Oak Campus - Materials Review

# Proposed Adoption Timeline - Continued

Date	Description
by Friday, March 7, 2025	Finalist vendors notified and invited to participate in Vendor Presentation Days
Monday, March 31, 2025	Vendor Presentation Day, Time TBD (tentative 8:00 am - 3:00 pm), Oak Campus
Wednesday, April 2, 2025	Final Committee Meeting, 3:30 - 5:30 pm, Oak Campus
Tuesday, April 29, 2025	SUSD Governing Board Meeting, 6:00 pm Presentation/Information Session, 1st Read
Tuesday, May 13, 2025	SUSD Governing Board Meeting, 6:00 pm 2nd Read, Possible Action Item

# AZ Social Studies Standards

# Standards vs. Curriculum vs. Instruction

**Standards** - What students need to know, understand, and be able to do by the end of each grade (end of high school). The WHAT

**Curriculum** - Resources adopted by districts to be used in the classroom to teaching the standards. The HOW (part 1)

**Instruction** - The methods used by teachers to teach their specific students. The HOW (part 2)

# Guiding Principles for Arizona History and Social Science Standards

Use the state standards resources to help frame the rubric we will use to choose curricular resources.

- [Anchor Standards \(page 5\)](#)
- [Inquiry Arc \(page 7\)](#)
- [High School Social Science Standards pages 45-53](#)
- AP Course Guides
  - [AP United States History](#)
  - [AP Human Geography](#)
  - [AP World History](#)

## Social Studies Teaching in the Past

Take a moment to review the state standards documents attached in the previous slide. As you review the standards think about how teaching social studies has changed along with the following:

- What themes are evident?
- Which areas related to the standards should help frame resource adoption?
- What information needs clarification?

# Rubrics Review and Creation



As a committee we will be tasked with scoring the submitted curricular materials in order to determine the best product for adoption. Sample rubrics have been provided so you can get an idea of what these scoring templates can look like.

[Ohio Social Studies Resource Adoption Rubric](#)

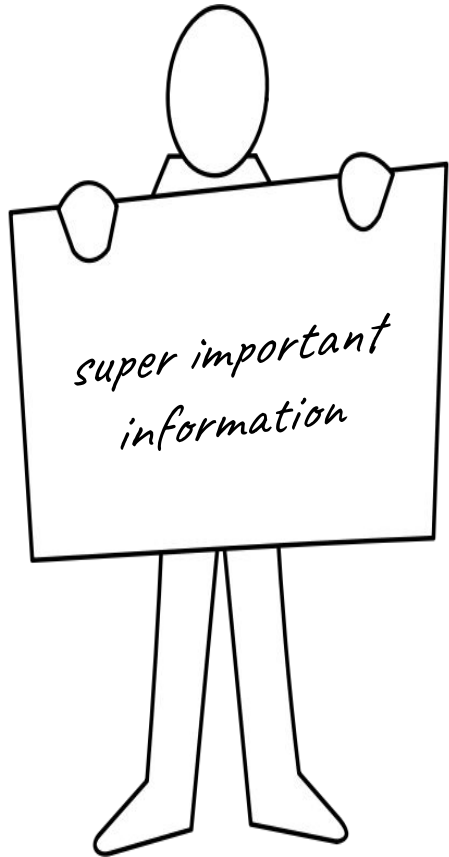
[Kentucky Social Studies Resource Alignment Rubric](#)

[Massachusetts CURATE History and Social Science Rubric](#)

Sample AP Social Studies Rubric

Sample Science Curriculum Rubric

# Examining Criteria for Curricular Resources



## Task

- Using the sample rubrics and documents related to social science standards, think about which major criteria should be considered for each of the following courses related to curriculum:
  - AP United States History
  - AP Human Geography
  - AP World History
  - American History
  - World History/World Geography
- Write criteria on post it notes and place them on the paper aligning with appropriate course.

# Emerging Themes

Use the post it notes placed on each course paper to identify major themes for rubric creation.

Discuss and decide the overarching themes to be included in the rubric to be used for adopting curricular materials.

# Future Meetings

# Next Meeting

Wednesday, January 15, 2025 from 3:30 - 5:30  
at SUSD Oak Learning Campus 7501 E Oak St, Scottsdale, AZ 85257

Goal: To finalize Rubric Review template and Vendor Criteria so we can start requesting materials from Vendors.

Meeting  
adjourned!

