

Northshore School District
CURRICULUM MATERIALS ADOPTION COMMITTEE MINUTES
December 16, 2024
3:30 p.m.

CALL TO ORDER

The meeting of the CMAC was held remotely on Monday, December 16, 2024 via Zoom, and simultaneously broadcast publicly. Co-Chairperson Amity Butler called the meeting to order at 3:33pm.

She reminded the group that this is ran as a webinar and guests are waiting until they are let into the room; and that it is also broadcast over You Tube as it is official public notice for NSD.

ATTENDANCE

Name	Present	Absent
Amity Butler <i>Chairperson</i>	X	
Lauren Dandridge <i>Co-Chairperson</i>	X	
Angela Macklin	X	
Ayva Thomas	X	
Carolyn Urrutia	X	
Emily Whitten		
Heidi Bush	x	
James Van Stralen		
JoLynn Berge		x
Megan Gregersen	X	
Nandita Guilanians		
Nathan Harada	X	
Niki Smith	X	
Saskia Mizushima	x	
Scott Irwin		
Tamara Kelly		
Tina Kupferschmidt		
Jessica Kido <i>(Non-voting member)</i>	x	
Cathy Barela <i>(Non-voting member)</i>	x	

3:34pm Agenda Review:
2020P Review, UFLI Foundations, Business U.

No Questions.

3:35pm:

Regarding the 2020P updates- Questions and Updates

One member has some questions/comments. Amity would like to hear those concerns and then will follow up if unable to answer today. They are:

1. Course Design Notes- mentions review committees- is that CMAC or teachers/staff in the schools? Amity believes it's content course teachers that review. Niki Smith said the principal will do the review first, and there's typically some conversation about it (if it needs another category such as CADR)
2. Change in terminology about reviewing- is the CMAC review cycle changing? The terminology seems to be a significant review. Amity asked if this is on page 4- no, this is from page 1. Amity explained that CMAC has a goal cycle of refreshing curriculum, and we are currently not on that cycle- could be from monetary reasons; or the curriculum could still be relevant. Changing curriculum is a big undertaking (Professional Development, deployment, etc.) so we don't take it lightly.
3. There was the elimination of the term "annual basis"- is there a shift then to cycle for refreshing/renewing? Amity said the district doesn't have the capacity to refresh everything that the district may want to, but we don't have the resources to do this for each curriculum annually. It also depends if it's a core curriculum, or elective... there's so many layers to explain that this would not be easy to explain now.
4. Clarification: For the phrase "WE" review curriculum annually; that does not mean CMAC as "WE"- it means the district (different departments, etc.)
5. On page 5, the addition of the term "Flexible Learning Programs" Is there a process to check these curricula so they too can get reviewed? Is this done at the school level? Lauren and Niki explained that that new line explains those programs (Ex: homeschool) are separate from CMAC and says it would not be the CMAC process that reviews.
6. On page 8, the last bullet point discusses alternative assignments- is this a district policy or is there a process parents can object to curriculum that is controversial- is this the one way to Opt-Out, or is there additional methods? Parents are given time to review what they are opting-out of something; and work with the principal for alternates in a different manner. The opt-out could be available, still. An example could be a novel that the parents disagree with and have sat down with the teacher and principal and still are not comfortable with it.
7. On that same page, assessments: is this referring to end-of-chapter tests? This seems very specific. What is this referring to? Amity explained the bullet points below that line, that if we are considering a purchase for a curriculum, we would also review the assessment as well. They go hand in hand. We do not typically go through an assessment unit by unit.

8. Another person pointed out that on the bottom of page 3, into the top of page 4; there's language that matches the NSD contract about what CMAC does; why are we looking at removing it from Board Policy if it still lives in the contract language? Amity pointed out this is procedure not policy. Niki commented that she would want to compare the two but does know typically when we have presenters at CMAC we do ask questions about professional development planning, what does that look like, and asks 'is there anything else we need to know'.
9. Another CMAC member said on the bottom on page 6, there is the term "temporary materials"- do we have the definition of "temporary" and not "regular"? Is it defined by a number of years? Amity agreed that over time, vocabulary can lose the original definition or meanings; and we should probably have a definitions list to accompany the Procedure. An example given is curriculum centered around an election, that could be used just once every four years; versus once a year.
10. Question: has there been some sort of guidelines for teachers what they can or should not be bringing in; for temporary materials- so that teachers can go through these self vetting questions and not everything would need to be brought to CMAC. Niki wants to look if there are other Procedures/policies that would address this. Alignment of standards for the syllabus; achieving the goal and what are the core material objectives; will this be a controversial topic (have principal review, have someone else review).
11. Question: regarding the district reviewing (not CMAC); is there a list that they deem as irrelevant or removed? What is the process for those? Amity said they just recently had that conversation and is not sure that there is an actual process for this, and perhaps we need to have a process of removing outdate curriculum from the very old and long list of approved curriculum(s). We are currently developing that list.

OLD BUSINESS

4:11pm: The team reviewed the November 2024 minutes. Carolyn Urrutia moved to approve the November 2024 minutes as they are as written. Megan Gregersen moved to second the motion. Some adjustments need to be made:

List Lauren as Science Teacher, not ELA teacher.

In Nov 2024 minutes, at minutes 3:48pm: words should be reversed. Want it to be cognitive instead of mental.

Amity is updating those changes live, to the minutes as we are discussing.

4:16pm: All in motion voted yay using a thumbs up icon. No opposed. The minutes were approved with no questions or concerns.

4:17pm: the UFLI that was assigned in November has been moved to be a field study, and that will get reviewed later on.

CONSENT AGENDA ITEMS

NEW BUSINESS:

- Consent Agenda:
 - Business U- short videos for finance and money management for HS students.
Looked good to Amity who reviewed it. Will be used for one class at Bothell HS.
 - Curriculum Name: Business U
 - Type: Core
 - Application: Accounting Grades 9-12

It was asked about the cost that is listed- is that annual or is that a one-time cost? Cathy Barela to find out for our next meeting.

- Request for approval as Core for Accounting Grades 9-12
- Sponsor: Niki Smith (who was in touch with the teacher, Terry Ley)

Lauren Dandridge moves to approve the Business U at Bothell HS for Accounting grades 9 through 12. The motion was seconded by Niki Smith.

- The motion had no opposed and was passed.

4:26pm NEXT MEETING:

The next meeting is February 3, 2025.

Upcoming Agenda (as of now):

- Born A Crime Young Adult (YA) version: the adult version has already been approved and would like to propose moving forward with the YA version. A reviewer for the book is not needed.

Possible items for review:

- El Mundo en Tus Manos
- Zambozazo