

Northshore School District
CURRICULUM MATERIALS ADOPTION COMMITTEE MINUTES
May 18, 2026
3:30 p.m.

ATTENDANCE

Name	Present	Absent
Amity Butler <i>Chairperson</i>	X	
Darla Guymon <i>Co-Chairperson</i>	X	
Angela Macklin		X
Ayva Thomas	X	
Caroline Chastain	X	
Emily Whitten	X	
Heidi Bush	X	
James Van Stralen	x	
Jane Flood	x	
JoLynn Berge		X
Nandita Guilanians		X
Nathan Harada	X	
Niki Smith	X	
Rebecca Manduchi		X
Saskia Mizushima	X	
Shannon Naugle	X	
Shelby Reynolds (<i>Non-voting member</i>)	X	
Ingrid Nelson(<i>Non-voting member</i>)	X	
Cathy Barela (<i>Non-voting member</i>)		X

CALL TO ORDER

The meeting of the CMAC was held remotely on Monday, May 18, 2026 via Zoom, and simultaneously broadcast publicly. Co-Chairperson Amity Butler called the meeting to order at 3:30pm.

Welcome to members

Member norms reviewed

OLD BUSINESS

Minutes

Review and approval of April 20, 2026 meeting minutes.

Shannon Naugle moved to approve the April 20, 2026 Minutes. Darla Guymon seconded the motion. The minutes were approved as written. All in favor, none opposed.

Meeting dates:

- CMAC meetings for the 2026/27 school year were proposed.
- Due to breaks and holidays the first Monday of the month was selected.
- The first Monday of the month may conflict with monthly NSEA meetings.
- A change in CMAC start time could be considered.
- Meeting dates will be reviewed further and discussed at the June meeting.

NEW BUSINESS

Communicating CMAC procedures to the district: Two documents were presented for review and input.

i. [Materials Use Guidance Document](#)

- No systematic process to inform teachers or principals about CMAC procedures/approval requirements.
- The CMAC approved materials spreadsheet is difficult to navigate, lacks subject filtering and does not clarify if approved materials are site-specific vs. district-wide approval.
- Recommendations to consider:
 - Update materials database with improved filtering, subject tags
 - Differentiate site-specific vs. district-wide indicators and temporary vs. supplemental materials.
 - Define timeframe for temporary materials
 - Add AI procedures.
 - Could use District Dispatch as a communication tool to raise awareness of CMAC procedures. Update department toolboxes.
- Concerns: Formal approval process could delay intervention materials for students who need immediate support.

Note:

Policy changes need to be approved by AALT and the Board.

Substantive procedural changes need to be presented to AALT/Cabinet.

Informational updates to existing information can be made through the CMAC

ii. [Definitions Of Materials Document:](#) Defines core, alternative core, intervention, core materials for flexible learning, district supplemental and school supplemental materials

- Add an AI component to the definitions if AI procedures are developed.

- Could add examples for each material type to clarify categories

ACTION ITEM:

CMAC Members: review both documents and add comments.

 **Materials Use Guidance**  **Definitions of Materials**

Would like to roll out updated documents at the beginning of next school year.

CONSENT AGENDA ITEMS:

- **HMH Version 3 + Structured Literacy**
- Request approval for New edition of previously approved materials
- Sponsored by Amity Butler/Executive Director Teaching & Learning
 - Version 3 is Core curriculum K-5
 - Implementation: K-1 in 2026/27 adding grades 2-5 in 2027/28
 - Consolidated format combines Structured Literacy content from three separate books into one integrated teacher edition.
 - Includes Know it Show it and improves teacher edition for more user friendly navigation.
 - Training opportunities: Summer Institute, asynchronous offering, lesson modeling

Nathan Harada moved to approve HMH Version 3 + Structured Literacy Core material for 6th grade Social Studies. Emily Whitten seconded the motion. All in favor, none opposed.

Meeting adjourned at 4:31pm

NEXT MEETING: June 1, 2026