

Supplemental Curriculum Review 2026-2027 Committee Meeting

Thursday, September 17, 2026
Mohave Middle School Library

Call to Order



Introductions

Committee Support

Dr. Tamara Jagodzinski - Director of Teaching and Learning - Committee Chair

Tiffany Sorensen - Administrative Support Coordinator

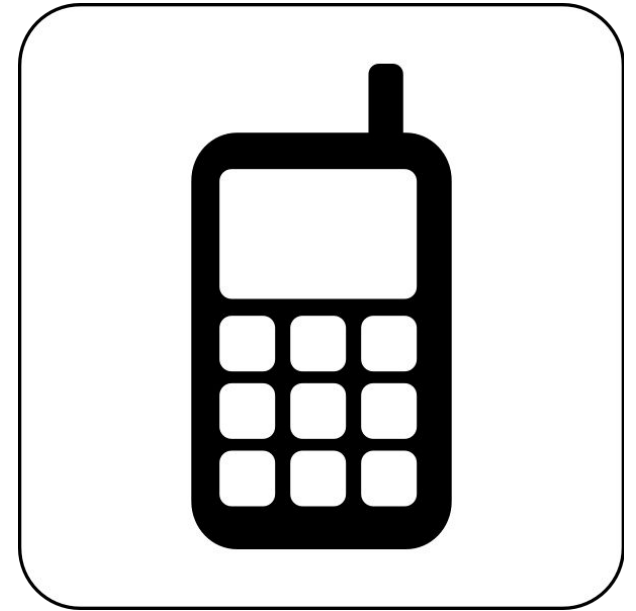
The Committee:

- Sarah Torrilhon - Director of Gifted
- Shannon Cronn - Director of Student Services
- Brooke Williams - Director of Special Education
- Laura Henry - ELD Instructional Coach
- Anthony Vogel - CTE Instructional Coach
- Jayme Fitzpatrick - Director of College and Career Readiness
- Molly Kiesig - ELA Instructional Coach
- Liz Sinkwitz - Parent
- Mike Bergfeldt - Parent
- Jill Scott - Parent

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.

Housekeeping



Agenda and Minutes

Agenda for Thursday, September 17, 2026

1. Call to Order

Welcome

Roll Call and Introductions

Information/Discussion and Possible Action

2. Approval of Agenda for September 17, 2026

3. Approval of Meeting Minutes for April 14, 2026

4. Open Meeting Laws and Public Records Review

5. Committee Goals

6. Committee Norms and Expectations

7. Committee Timeline

8. Supplemental Curriculum Information

9. Rubric Review

10. Supplemental Curriculum Review

11. Future Meetings

Action Item

Discussion and Approval of Meeting Agenda for September 17, 2026

Action Item

Discussion and Approval of Meeting Minutes for April 14, 2026

Open Meeting Laws

What is Open Meeting Law

Arizona's Open Meeting Law is a law that ensures the work of public bodies is conducted openly and transparently. It requires meetings, discussions, deliberations, and decisions of public bodies and advisory committees to occur in public meetings that have been properly noticed, allowing community members to observe the process and understand how recommendations are developed.

- AZOCA.GOV

Why are we discussing Open Meeting Law?

As members of a Curriculum Adoption Committee, we are acting as an advisory committee to the district. Arizona law requires that our work be conducted openly and transparently so the public can observe the process and understand how recommendations are developed. Arizona Open Meeting Law applies to advisory committees appointed by a public body, including curriculum adoption committees.

SUSD Governing Board Policy and State Statute

Policy IJJ – Textbook/Supplementary Materials Selection and Adoption. According to the policy, the Superintendent establishes textbook selection procedures and committees, and recommendations from those committees are forwarded through the adoption process for Governing Board consideration.

Open Meeting Law requirement itself comes from Arizona Revised Statutes (A.R.S. §§ 38-431 through 38-431.09)

Our Guiding Principles

The purpose of Open Meeting Law is to:

- Ensure decisions are not made in private
- Allow the public to observe the process
- Promote trust and accountability
- Protect both committee members and the district from allegations of improper decision-making

What is a Meeting

A meeting occurs when a quorum of committee members discusses, deliberates, proposes, or takes action on committee business.

A **quorum** is the minimum number of committee members who must be present for the committee to conduct official business. In most cases, a quorum is a majority (half + 1) of the committee's membership.

For example = If your committee has 12 members, a quorum is 7 members.

Things you may NOT do:

1. Do Not "Reply All"

Avoid group emails discussing curriculum options, scoring, recommendations, or opinions.

Appropriate:

- Logistical questions
- Meeting reminders
- Sharing publicly distributed materials

Things you may NOT do:

2. Do Not Discuss Adoption Business Outside a Posted Meeting

This includes:

- Hallway conversations
- Parking lot discussions
- Lunch conversations
- Side conversations before or after meetings

If discussion begins drifting into committee business, politely stop and wait until the next meeting.

Things you may NOT do:

3. Do Not Poll Committee Members

No individual should contact members separately to determine:

- How they will vote
- Which resource they support
- Where consensus may exist

The committee's deliberations must happen in public.

Things you may NOT do:

4. Do Not Use a "Middleman"

Avoid communicating opinions through another person.

Example:

"Can you ask the other committee members what they think about Publisher X?"

This can create an illegal serial discussion

Things you MAY do:

- Review materials independently
- Take personal notes
- Ask questions during posted meetings
- Discuss resources during posted meetings
- Complete scoring rubrics as directed
- Share perspectives and experiences during committee meetings
- Ask district staff logistical questions

Public Records Reminder

Anything related to committee business may be subject to public records requests, including:

- Emails
- Notes shared with the committee
- Scoring documents
- Committee communications

Always communicate professionally and assume materials could become public.

During Any Meeting

Please remember:

- One person speaks at a time.
- Ensure every voice is heard.
- Base recommendations on the established evaluation criteria.
- Keep discussions focused on evidence and rubric indicators.
- Respect differing viewpoints.
- All recommendations must be developed during public meetings.

When in Doubt...

If you are unsure whether a communication or action may violate Open Meeting Law:

Stop. Don't send the email, text, or message. Contact district administration or legal counsel for guidance before proceeding.

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 Supplemental Curriculum Review Committee ensures that all K–12 supplemental instructional materials support the district’s academic standards, reflect current best practices, and meet the diverse needs of students. The committee reviews new supplemental curriculum requests and periodically evaluates existing supplemental resources to confirm their relevance, effectiveness, and alignment with district goals.

Objective

The committee will:

- **Evaluation of New Materials** – Review and recommend action on all proposed supplemental curricula, verifying alignment with state standards, district instructional priorities, and the needs of a diverse student population.
- **Periodic Review of Existing Materials** – Conduct scheduled evaluations of currently approved supplemental curricula to confirm continued educational relevance, instructional quality, and documented utilization.
- **Alignment and Consistency** – Ensure supplemental resources complement and do not conflict with district-adopted core curricula, maintaining consistency across grade levels and content areas.
- **Transparent Stakeholder Involvement** – Facilitate a review process that includes input from educators, administrators, and other appropriate stakeholders, providing transparency and equity in decision-making.
- **Formal Recommendations** – Provide clear, evidence-based recommendations to District leadership and the Governing Board regarding the adoption, revision, or discontinuation of supplemental instructional materials.

Committee Norms and Expectations

Norms

Listen to
understand
and ask
questions for
clarification.

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.

Be fully
present.

Clarifying Decision-Making Process

Defining Consensus

Defours 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.

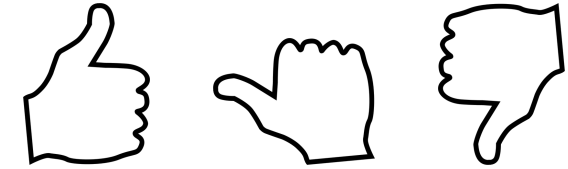
If all members of a committee/group must agree - or if every member of a committee can veto taking action - groups will be subjected to constant inaction... a state of perpetual status quo.

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 Timeline

Fall Round – Board Approval on December 8, 2026

- Supplemental Review Process reviewed with Principals - August 20, 2026
- District Committee Review - September 17– October 8, 2026
- Submission Deadline: October 2, 2026
- Possible Public Review (60 days): Oct 9 – December 8, 2026
- Possible Board Approval: December 8, 2026

Supplemental Curriculum

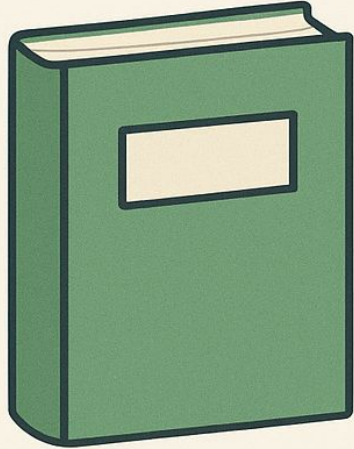
Definition

A supplemental curriculum reinforces and enriches core academic learning with additional resources, materials, and instruction.

Purpose of supplemental curriculum

- **Differentiation:** Supplemental resources allow teachers to tailor lessons to meet students at their individual skill and pace levels.
- **Reinforcement:** They can provide extra practice and support for struggling students who need more help mastering fundamental concepts.
- **Enrichment:** For students who are excelling, supplemental materials can offer challenges beyond the standard curriculum to keep them engaged and learning.
- **Closing skill gaps:** Targeted instruction using supplemental resources can help address specific learning deficiencies, such as gaps in foundational literacy skills.

DISTRICT ADOPTED CURRICULUM



DISTRICT ADOPTED CURRICULUM

USED 80%
OF THE TIME



SUPPLEMENTAL CURRICULUM

USED UP TO 20%
OF THE TIME



ANCILLARY ITEMS

USED PERIODICALLY
AT TEACHER'S
DISCRETION APPROVED
BY SITE ADMINISTRATION

Rubric Review

Rubric - Draft

Review the criteria on this supplemental curriculum rubric



Scottsdale *Unified* School District

Supplemental Materials Rubric

Supplemental materials must meet the two requirements below to be approved for use in the classroom:

1. Supplemental materials must have a clear connection to established educational objectives.
2. Supplemental materials must address the needs of the students for whom they are intended.
- 3.

Reviewer's First and Last Name: _____

1. What is the title of this material? _____
2. For what grade level is this material being reviewed? _____
3. For what unit in the curriculum is this material? _____
4. What is the standard that is being addressed in this lesson? _____

Does this material clearly align with state standards and district curriculum?	yes	no	N/A
Does the material support evidence-based instructional practices? Will it enhance Tier 1,2, or 3 instruction as intended?	Yes	No	N/A
Is it appropriately challenging and engaging for the targeted grade level?	yes	no	N/A
Is the content of this material well presented by providing adequate	yes	no	N/A

Supplemental Curriculum

Supplemental Curriculum Requests

Title: Project STEM - Computer Science Fundamentals

Author Publisher: Project STEM

Copyright Date: Current online curriculum - 2026

Grade Level(s): 10-12

Content Area/Subject: Coding in Python/Software & App Design (CTE)

Future Meetings

Future Meeting

Mohave Middle School Library:

- Thursday, September 24, 2026 | 4:00-5:30
- Thursday, October 1, 2026 | 4:00-5:30
- Thursday, October 8, 2026 | 4:00-5:30

Meeting adjourned!

