Secondary Novel Review 2026-2027 Committee Meeting

Tuesday, November 10, 2026
Mohave District Annex B

Welcome! Please sign in and find your name tent!
We will begin promptly at 4:00 p.m.

Call to Order



Introductions

Committee Support

- **Molly Kiesig-** Secondary ELA Academic Coach- Committee Chair
- **Dr. Tamara Jagodzinski** - Director of Teaching and Learning
- **Tiffany Sorensen** - Administrative Support Coordinator

The Committee:

- Shelby Proctor, Elementary ELA Academic Coach
- Becky Williams, K-12 Science Academic Coach
- Kelly Plowman, Teacher Librarian, Chaparral High
- Gail Oper, Student Assessment Coordinator
- Jessica Winget, High School ELA, AVID Coordinator, Arcadia
- Jordan Holland McLaughlin, High School ELA Arcadia
- Katarina Sisic, High School ELA, Desert Mountain
- Jacob Wampfler, High School ELA, Saguaro
- Traci Avalos, Middle School ELA/CGP, Ingleside
- Amy Luis, Middle School ELA, Ingleside
- Heather Hotta, LRS,
- Jamie Freedman, Teacher, Pima

The Committee:

- Liz Atkinson, Parent
- Jenna Dobkin, Parent
- Amanda Shah, Parent
- Kelly Dinon, Parent
- Kate Satterstrom, Community Member
- Tracy Powers, Community Member

Sign-In Sheets

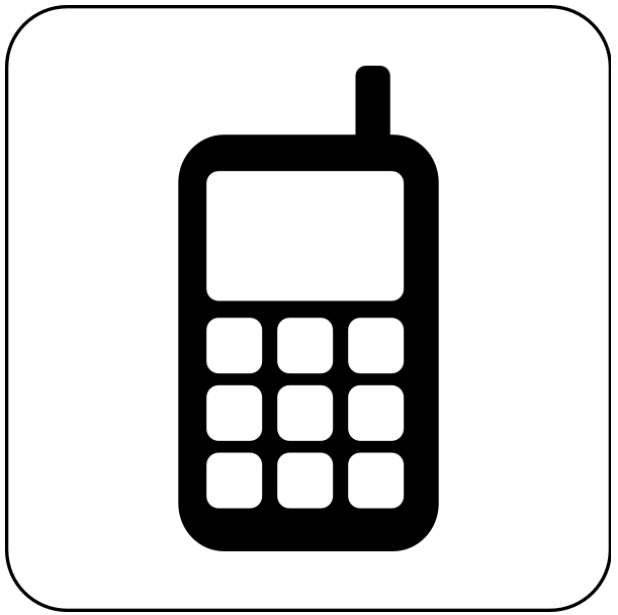
- Please record arrival time on the sign-in sheet as you arrive.

- Record departure time if you are leaving before the meeting officially adjourns.

Housekeeping







Agenda and Minutes

Agenda for Tuesday, November 10, 2026

1. Call to Order
   Welcome
   Roll Call and Introductions

Information/Discussion and Possible Action

1. Approval of Agenda for November 10, 2026
2. Open Meeting Laws and Public Records Review
3. Committee Goals
4. Committee Norms and Expectations
5. Committee Timeline
6. Secondary Novel Information
7. Secondary Novel Requests
8. Rubric Review
9. ARS 15-120.03
10. Future Meetings

Action Item

Discussion and Approval of Meeting Agenda for November 10, 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 Novel Selection 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.

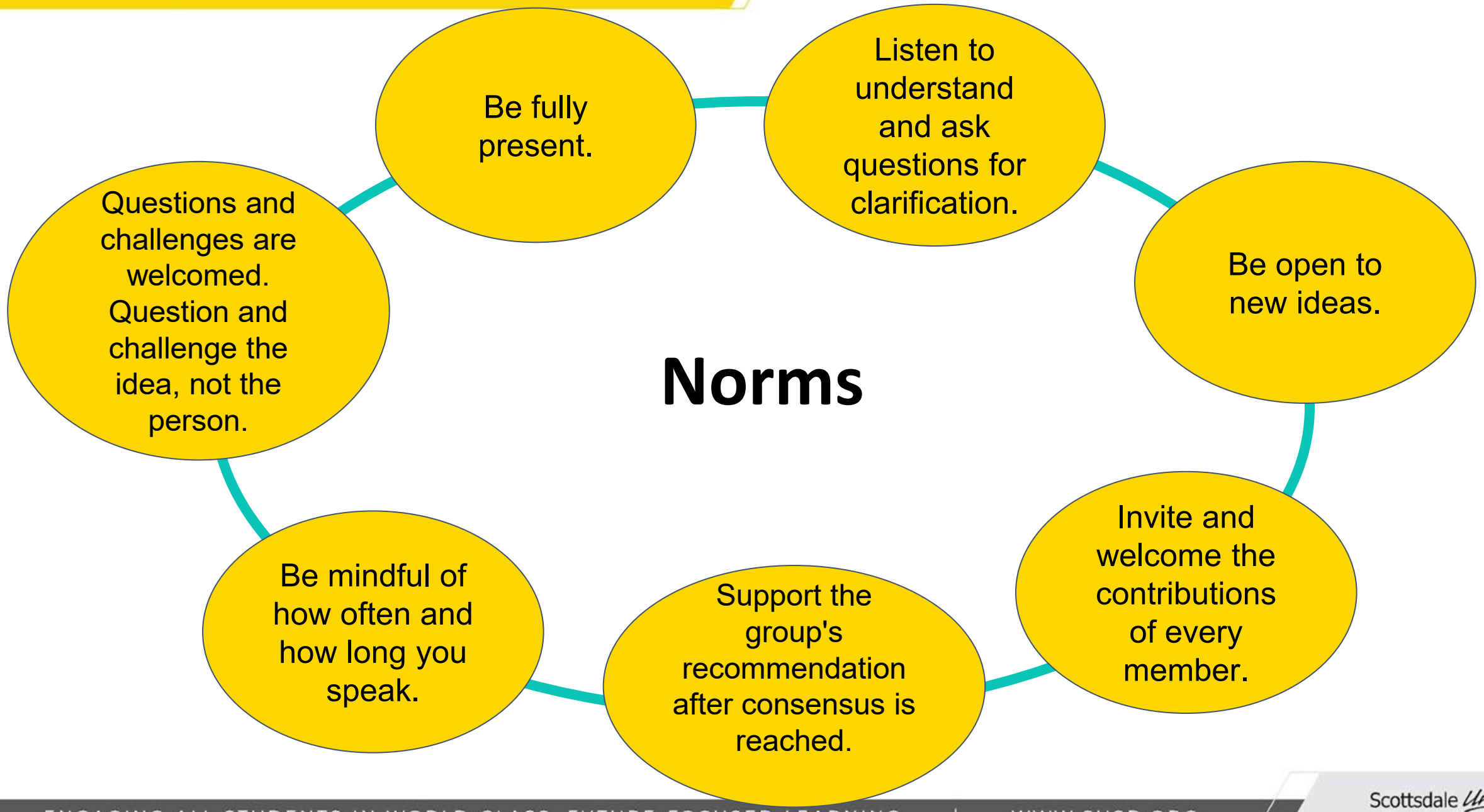
1.2: Cultivate critical and creative thinking by integrating problem-based learning opportunities throughout the curriculum.

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 Norms and Expectations


Norms
Be fully present.
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.

Clarifying Decision-Making Process
Defining Consensus

Defours et al - Definition of Consensus:

All points of view have been heard.

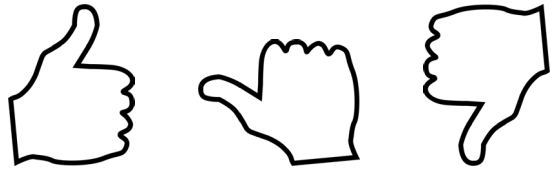
The will of the group is evident even to those who most oppose it.

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

2026-2027 School Year – Board Approval March 9, 2027

- Notification of 2026-2027 Secondary Novel Review Committee Reconvening and Open Application Process: October 30, 2026
- District Committee Review: November 10, 2026– February 16, 2027
- Submission Deadline: December 11, 2026
- Possible Public Review (60 days): February 16- May 11, 2027
- Possible Board Approval: May 11, 2027

Secondary Novels

Committee Purpose and Objective

Purpose

The committee will review proposed supplemental fiction and nonfiction titles for possible inclusion on the District's Board-approved Supplemental Novel List. Members will evaluate submitted texts using a district rubric and established review process to ensure literary merit, instructional value, grade-level appropriateness, and alignment to student learning needs.

Objective

- Read assigned novels being considered for classroom use
- Evaluate each title using a committee-approved rubric
- Share findings and recommendations with the full committee
- Participate in discussions that help inform recommendations to the Governing Board

Secondary Novel Requests

Secondary Novel Requests

- Secondary ELA Teachers were sent the proposal form on October 30, 2026 via Google Form
    - They were asked to answer the following questions:
        - School and grade level (honors, gifted, SPED)
        - Novel Title, Author, Summary, Lexile Level
        - Alignment to AZ Standards and rationale
        - Evidence of sensitive material
            - How will it be addressed?

LAST DAY FOR TEACHERS TO SUBMIT IS DECEMBER 11, 2026

Review of ARS 15-120.03

15-120.03. Sexually explicit materials; prohibition; exemptions; definition

A. Except as prescribed in section 15-711, a public school in this state may not refer students to or use any sexually explicit material in any manner.

B. Materials may be exempted from the provisions of subsection A if all of the following requirements are met:

1. The exempted material possesses serious educational value for minors or possesses serious literary, artistic, political or scientific value.

2. The public school requires written parental consent before the public school refers a student to or uses the exempted material. The public school shall require parental consent on a per-material basis.

3. The public school provides students for whom parental consent is not secured under paragraph 2 of this subsection with an alternative assignment that does not contain sexually explicit material.

C. For the purposes of this section, "sexually explicit materials" includes textual, visual or audio materials or materials accessed via any other medium that depict any of the following:

1. Sexual conduct. For the purposes of this paragraph, "sexual conduct" means acts of masturbation, sexual intercourse or physical contact with a person's clothed or unclothed genitals, pubic area, buttocks or, if such person is a female, breast.

2. Sexual excitement. For the purposes of this paragraph, "sexual excitement" means the condition of human male or female genitals when in a state of sexual stimulation or arousal.

3. Ultimate sexual acts. For the purposes of this paragraph, "ultimate sexual acts" means sexual intercourse, vaginal or anal, fellatio, cunnilingus, bestiality or sodomy. A sexual act is simulated when it depicts explicit sexual activity that gives the appearance of consummation of ultimate sexual acts.

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



Future Meetings

Future Meetings

- Mohave District Annex
  - December 15, 2026
  - January 12, 2027
  - February 16, 2027

Please decide on a time to meet with your subcommittee before the January and February meetings.

- **Shelby Proctor and Becky Williams will report back to Molly.**

