

**Meeting Minutes**  
**Tennessee State Textbook and Instructional Materials Quality Commission**  
**October 2, 2017**

The State Textbook and Instructional Materials Quality Commission met for its regular meeting in Room 16, Legislative Plaza, Nashville, Tennessee, at 10:00 a.m. on October 2, 2017. The Chairman and the Secretary of the Commission were both present.

**I. Welcome and Introductions**

**A. Call to Order**

**Bill Campbell** called the meeting to order, welcomed members of the audience, and made opening remarks. Members of the Commission introduced themselves.

**B. Roll Call**

Present	Absent
Mr. Frank Cagle	
Mr. Kyle Mallory	
Ms. Kelsey Reece	
Dr. Craig Hammond	
Dr. Vicki Kirk, Commissioner of Education's designee	
Mr. Randle Fenimore	
Mr. Neel Durbin	
Dr. Bill Campbell, Chairman	
<b>Total Present: 8</b>	<b>Total Absent: 0</b>

**C. Introductions of New Staff and Commission Member**

Dr. Bill Campbell, Chairman

**D. Opening Remarks**

Dr. Bill Campbell, Chairman

**E. Consent Items (Voice Vote)**

**A. Adoption of Agenda as Amended with the addition of a Requests to Speak section for Houghton Mifflin Harcourt and Science Bits**

Dr. Bill Campbell, Chairman

**ACTION:** Mr. Kyle Mallory moved to adopt the Agenda with the addition of the 'Requests to Speak' section for Houghton Mifflin Harcourt and Science Bits. The motion passed unanimously.

**B. Approval of September 18, 2017 Meeting Minutes with addition to the Announcements and Notices section.**

**ACTION:** Mr. Kyle Mallory moved to recommend the September 18, 2017 minutes with the additional comment to his statement in the 'Announcements and Notices' section. The motion passed unanimously.

**F. Commission Suggestions for Reviewer Recruitment**

**Dr. Tammy Shelton** from the Department of Education reminded the Commission during the Workshop portion that they were asked to bring suggestions for recruiting panelists for the upcoming Cycle D which includes Social Studies, World Languages, and CTE: marketing; finance; business management & administration.

**Mr. Kyle Mallory** suggested that the Department of Education contact Jackie Archer from the Tennessee Textbook Advocates group and offered to provide contact information. He stated that the group is compiled of teachers and non-teachers who are knowledgeable of the subjects being presented in Cycle D.

**Dr. Craig Hammond** said that it would be smart to contact professionals in the Tennessee Universities and Community Colleges, and to make a list of Professional and Trade Organizations such as the American Bar Association and to contact relevant groups for this upcoming Textbook Cycle.

**Mr. Neel Durbin** mentioned West Star of Dyer County and said others like it are more than willing to serve their communities and the State of Tennessee.

**Dr. Bill Campbell** made the suggestion to contact museums around Tennessee to find employees there that would be knowledgeable of the upcoming Textbook Cycle. He also mentioned contacting attorneys and those in the archiving/Vital Records Department.

## **G. Requests to Speak**

**Dr. Bill Campbell** gave each speaker 10 minutes to address the Commission Members about the responses they received from Section C Reviewers related to what they presented at the September 18, 2017 meeting.

**A. Science Bits: Jordi Majo**

**B. Houghton Mifflin Harcourt: Mark Grayson**

## **H. Reviewers' Responses to Houghton Mifflin Harcourt and Science Bits Letters**

Ms. Alison Gower, Department of Education

**A. Houghton Mifflin Harcourt**

**Dr. Bill Campbell** told the Commission that once he saw the final Reviewers' decision after the September 18, 2017 Publisher Responses had 2 Reviewers Passing and 1 Not Passing he felt that was enough evidence to consider adding the Houghton Mifflin Harcourt Tennessee Science Grade 3 textbook to the Final Section C Textbook list.

**Mr. Randle Fenimore** commented that he would want to approve the Grade 3 textbook because of the 2 out of 3 Reviewers now decided to pass the textbook in their Section 2 reviews.

**B. Science Bits**

**Mr. Kyle Mallory** mentioned that Mr. Majo stated that he had not communicated their procedures well to reviewers and questioned whether they would be able to communicate effectively with teachers. He suggested the possibility of using their textbooks as supplemental materials.

**Mr. Frank Cagle** believes that Science Bits learned a lot during this process and would be more successful during the next Science Textbook Cycle.

## **I. Action Items (Roll Call Vote)**

**A. Approve Houghton Mifflin Harcourt's Grade 3 Textbook as an addition to the Section C Textbook and Instructional Materials List**

**ACTION: Mr. Kyle Mallory** moved to recommend to include the Houghton Mifflin Harcourt Tennessee Science Grade 3 textbook to the Section C Textbook and Instructional Materials List. The motion passed unanimously.

Member	Yes	No	Present Not Voting
Ms. Kelsey Reece	X		
Mr. Randle Fenimore	X		
Mr. Kyle Mallory	X		
Mr. Neel Durbin	X		
Dr. Craig Hammond	X		
Mr. Frank Cagle	X		
Dr. Vicki Kirk, Commissioner of Education's designee	X		
Dr. Bill Campbell, Chairman	X		

**B. Deny Science Bits' Request to add their Grade 7 and 8 Science Materials to the Section C Textbook and Instructional Materials List.**

**ACTION:** Mr. Kyle Mallory moved to deny the request made by Science Bits to include their Grade 7 and 8 Science Materials in the Section C Textbook and Instructional Materials List. The motion passed unanimously.

Member	Yes	No	Present Not Voting
Ms. Kelsey Reece	X		
Mr. Randle Fenimore	X		
Mr. Kyle Mallory	X		
Mr. Neel Durbin	X		
Dr. Craig Hammond	X		
Mr. Frank Cagle	X		
Dr. Vicki Kirk, Commissioner of Education's designee	X		
Dr. Bill Campbell, Chairman	X		

**C. Approve Section C Textbook and Instructional Materials List with the addition of Houghton Mifflin Harcourt Tennessee Science Grade 3 Textbook. – Final Read**

**ACTION:** Mr. Kyle Mallory moved to approve the Section C Textbook and Instructional Materials List with the addition of Houghton Mifflin Harcourt Tennessee Science Grade 3 Textbook. The motion passed unanimously.

Member	Yes	No	Present Not Voting
Ms. Kelsey Reece	X		
Mr. Randle Fenimore	X		
Mr. Kyle Mallory	X		
Mr. Neel Durbin	X		
Dr. Craig Hammond	X		
Mr. Frank Cagle	X		
Dr. Vicki Kirk, Commissioner of Education's designee	X		
Dr. Bill Campbell, Chairman	X		

**J. Announcements & Notices**

**Ms. Alison Gower** thanked Dr. Bill Campbell, Mr. Kyle Mallory, and Dr. Craig Hammond for serving on the Textbook Commission as their terms will be ending in December of 2017.

**Mr. Kyle Mallory** thanked the Commission for allowing him to serve and thanked the Department of Education for creating training materials for 7<sup>th</sup> Grade Social Studies. He also mentioned he would be open to being a reviewer for Cycle D Social Studies.

**Dr. Craig Hammond** thanked the Section C Reviewers for their responses and reviews.

**Dr. Bill Campbell** thanked Mr. Kyle Mallory and Dr. Craig Hammond for serving alongside him, and thanked the Department of Education members for their hard work.

**Dr. Vicki Kirk** thanked Dr. Bill Campbell for serving as the Textbook Commission Chairman.

**Adjournment**

**Chairman Dr. Campbell** adjourned the meeting at **11:06 CDT**.

Approved by: Rachel Brew Date: 3/19/2018