

Proposed Math Instructional Materials Selection Process

The culminating activity of the math adoption committee will be to reach a decision regarding which math program to recommend, either Holt or Discovering, to the Instructional Materials Committee for adoption. Each committee member has one vote that must be exercised. No abstentions will be allowed. A clear recommendation will be indicated by a super majority (60%), 16 of 26 in favor of one of the materials. We also value the consideration of each of the sub-group within the committee, high school, middle school, parents, specialists/administrator, and curriculum department. Therefore, we will present the subgroup votes to the IMC.

The subgroups:

- **HS (includes Robinswood) (9)**
- **MS (includes Int'l) (6)**
- **Specialists/Administrator (4)**
- **Curriculum (3)**
- **Parents (4)**

In addition, the dissenting opinion will be presented to the committee. If a member is not able to be present for the vote, an email vote is allowed. However, attendance at each meeting is expected unless an emergency occurs.

The vote will be taken no earlier than the 6th meeting. All committee members must be comfortable with taking a vote before the voting is implemented. This comfort level will be identified by a *first to five* consensus vote with all members brought to a 3 or higher based on the question, "Do you feel that you have enough information about the two instructional materials to make an informed recommendation to the Instructional Materials Committee?" Once all members are at 3 or higher, the committee members will vote to select one material over the other.

If we are unable to reach a super majority by the 7th meeting, we will schedule a final meeting to continue analyzing the information that has come before the committee. The vote at that final meeting and the information collected throughout the process will be presented to the curriculum department who will make that recommendation to the Instructional Materials Committee. The Instructional Materials Committee will present a recommendation to the School Board.

Instructional Materials Committee

- I. Purpose of the IMC
 - a. Receive and act upon recommendations from the Curriculum Department for the adoption of basic instructional materials, approval of supplemental materials, or removal of materials from adopted lists.
 - b. Provide oversight that will guarantee that the established process has been observed in the selection of instructional materials recommended for adoption.