

**Meeting Minutes
Tennessee State Textbook Commission
Oct. 6, 2014**

The State Textbook Commission met for its regular meeting in Room 16, Legislative Plaza, Nashville, Tennessee, at 12:30 p.m. on Oct. 6, 2014. The Chairman was present and Rebecca Wright with the Tennessee Department of Education substituted for the Secretary of the Commission in a non-voting capacity. The minutes of the last meeting, Sep. 22, 2014, were read and approved.

Roll Call

Present	Absent
Dr. Verna Ruffin	
Ms. Shannon Streett	
Mr. Cory Concus	
Dr. Jason Robinson	
Mr. Lewis Moorer	
	Mr. Kevin Huffman, Secretary
Dr. Craig Hammond, Chairman	
Total Present: 6	Total Absent: 1

Call to Order

Chairman Hammond called the meeting to order, welcomed members of the audience, and made his opening remarks.

Action Items

I. Adoption of Agenda

ACTION: Dr. Ruffin made a motion to adopt the agenda. The motion passed unanimously.

II. Sep. 22, 2014 Meeting Minutes

ACTION: Ms. Streett made a motion to approve the Sep. 22, 2014 Meeting Minutes. The motion passed unanimously.

III. Official List of Mathematics Textbooks

Mr. Monty Wilson, Tennessee Department of Education, presented this item for first and final reading.

ACTION: Chairman Hammond moved approval to recommend to the State Board of Education the List of Mathematics Textbooks that completed both Section 1 and Section 2 Reviews. A roll call vote was taken as follows. The motion passed unanimously.

Member	Yes	No	Present Not Voting
Dr. Verna Ruffin	X		
Ms. Shannon Streett	X		
Mr. Cory Concus	X		
Dr. Jason Robinson	X		
Mr. Lewis Moorner	X		
Dr. Craig Hammond, Chairman	X		

IV. 2014-16 Textbook Adoption Schedule - Computer Science, Tech Engineering, & Instructional Tech

Mr. Monty Wilson, Tennessee Department of Education, presented this item for first and final reading.

ACTION: Mr. Concus moved approval of the 2014-16 Textbook Adoption Schedule. A roll call vote was taken as follows. The motion passed unanimously.

Member	Yes	No	Present Not Voting
Dr. Verna Ruffin	X		
Ms. Shannon Streett	X		
Mr. Cory Concus	X		
Dr. Jason Robinson	X		
Mr. Lewis Moorner	X		

Dr. Craig Hammond, Chairman	X		
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V. Textbook Commission Rules & Policies - Final Read

- A. Supplement to Contract-Policies Of Tennessee State Textbook Commission Rule
- B. Objectives of the State Review Textbook and Instructional Materials Review Process Policy
- C. Roles and Responsibilities of the State Textbook Commission Policy
- D. Policies and Procedures for Free Materials and Samples
- E. Textbook and Instructional Materials Samples
- F. Publishers Policy
- G. Commission Meetings Policy
- H. Publisher Corrective Action Plan Policy

Ms. Rebecca Wright, Tennessee Department of Education, presented this item for final reading.

ACTION: Dr. Ruffin moved approval of the Textbook Commission Rules & Policies on Final Read. A roll call vote was taken as follows. The motion passed unanimously.

Member	Yes	No	Present Not Voting
Dr. Verna Ruffin	X		
Ms. Shannon Streett	X		
Mr. Cory Concus	X		
Dr. Jason Robinson	X		
Mr. Lewis Moorner	X		
Dr. Craig Hammond, Chairman	X		

Announcements & Notices

Textbook LEAD Sessions

Monty Wilson, Tennessee Department of Education

2015 Textbook Schedule and Meeting Dates

Monty Wilson, Tennessee Department of Education

Other Business from the Commission

Chairman Hammond then thanked the Commission members for their thoughtful deliberations and announced that the Commission will meet next on March 23, 2015.

Adjournment

Chairman Hammond adjourned the meeting at **12:55 p.m. CST.**

Approved by: _____ Date: _____

DRAFT