

**Meeting Minutes
Tennessee State Textbook Commission
Sep. 22, 2014**

The State Textbook Commission met for its regular meeting in Room 29, Legislative Plaza, Nashville, Tennessee, at 10:15 a.m. on Sep. 22, 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, April 9, 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: Ms. Streett made a motion to adopt the agenda. The motion passed unanimously.

II. April 9, 2014 Meeting Minutes

ACTION: Mr. Concus made a motion to approve the April 9, 2014 Meeting Minutes. The motion passed unanimously.

III. Election of Rebecca Wright to substitute as Secretary for the Commission, to perform secretarial duties in a non-voting capacity.

Dr. Craig Hammond, Chairman, presented this item.

ACTION: Dr. Ruffin made a first motion to elect Rebecca Wright to substitute as Secretary for the Commission, to perform secretarial duties in a non-voting capacity. The motion passed unanimously.

IV. Textbook Commission Rules & Policies - First 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 first reading.

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

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

V. Revised Textbook Adoption Cycle

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

ACTION: Ms. Streett moved approval of the Revised Textbook Adoption Cycle. A roll call vote was taken as follows. The motion passed unanimously.

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

Presentations

- VI. Review of Math Textbook State Review Process
Monty Wilson, Tennessee Department of Education

Announcements & Notices

Reminder of Oct. 6 Regular Meeting

Rebecca Wright, Tennessee Department of Education

Textbook LEAD Sessions

Monty Wilson, Tennessee Department of Education

Recess

Time Start: 11:00 p.m.

Time End: 12:15 p.m.

Presentations

- VII. Review of Math Textbook State Review Process
Monty Wilson, Tennessee Department of Education

- VIII. Publisher Presentations on Mathematics Textbooks
Textbook Publishers

- A. Phil Hester and Dr. Francis Fennell representing, and speaking on behalf of, Scott Foresman (a division of Pearson)
- B. Phil Hester and Susan Tower representing, and speaking on behalf of, Prentice Hall (a division of Pearson)
- C. Jeff Livingston and Beth Minor representing McGraw Hill

IX. Math Textbook Review Process
Karen Vogelsang, State Advisory Panelist

Other Business from the Commission

Chairman Hammond then thanked the Commission members and reminded them that the Commission will meet again on Oct. 6, 2014.

Adjournment

Chairman Hammond adjourned the meeting at **1:30 p.m. CST.**

Approved by: _____ Date: _____

