



Nogales Unified School District #1

**Nogales Unified School District No. 1
6-12 Textbook Adoption Committee
Minutes of the regular meeting of November 2, 2023, held at 12 pm**

Attendance:

Ada Durazo ,Shine Rajendrababu, Vince Dober, Phil Brown, Sumalatha Udumula, Frank Gilvin, Christopher Miranda, Ravi Dutt Chauniyal, Georgina Encinas, Ralph Almanzar , Aissa Bonillas, Mark Kinsey, and Nidia Contreras

I. Opening of Meeting:

- a. Call to Order - Mark Kinsey called the meeting to order at 12:15 p.m.
- b. Adoption of Agenda - Mrs. Bonillas recommended that the agenda be approved. All approved the agenda of the committee members.

II. Welcome & Introductions - Mr. Mark Kinsey and Ms. Nidia Contreras welcomed everyone and had the members introduce themselves.

III. Purpose of Response for Proposals - Mr. Mark Kinsey and Ms. Nidia Contreras welcomed the committee members and explained the Response for Proposals (RFP) process.

IV. Timeline - Mr. Mark Kinsey and Ms. Nidia Contreras reviewed the RFP timeline and the process for textbook adoption.

V. Overview of RFP Process and Steps - There was a review of the steps and process for each of the eight (8) vendors that submitted a proposal.

1. Administrative Overview
2. Service Specifications
3. Proposal Application Instructions
4. Proposal Evaluation
5. Attachments

VI. Questions - Mr. Kinsey and Ms. Contreras answered questions.

VII. Adjournment - The meeting was adjourned at 4:30 p.m.



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