



# Nogales Unified School District #1

**Nogales Unified School District No. 1  
K-5 Social Studies Textbook Adoption Committee  
Minutes of the regular meeting of November 14, 2023, held at 9am**

Attendance:

Mariebeth Silva, Lizyvette Lopez, Czarina Baldenegro, Denise Roberts, Joshua Payne, Bernadette Soto, Celeste Morito, Alma Grambs, Celina Landa, Elise Rothstein, Aissa Bonillas, Mark Kinsey, and Nidia Contreras

I. Opening of Meeting:

- a. Call to Order - Mark Kinsey called the meeting to order at 9:20 am.
- 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 (5) 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 11:45 a.m.



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