



Iowa Reading Research Center

Meeting Notes

Date December 5, 2013

Time 9:00 a.m. - 3:30 p.m.

Location Grimes Office Building, Room B100

MEMBERS PRESENT: Mike Beranek, Michael Bunde, Kimberly Buryanek, Lea Davidson, Tracy Donohue, Jason Ellingson, Salli Forbes, Claudia Reyes-Fry, Lindsay Grow, Deb Hindman, Michelle Hosp, Tania Johnson, Shari Kuehl, Jobi Lawrence, Sara McInerny, Geri McMahon, Penny Milburn, Becky Miles-Polka, Kristen Missall, Sandy Nelson, Barbara Ohlund, Sarah Ramsey, Ralph Reynolds, Wendy Robinson, Renita Schmidt, David Tilly, Cathy Wilt, Phil Wise

ADDITIONAL ATTENDEES: Larry Bice (Ad Hoc), Thomas Mayes (Ad Hoc), Marry Nelle Trefz (Proxy for Charlie Bruner), Amy Williamson (Ad Hoc), Therese York (Secretary)

AGENDA ITEM: Welcome and Introductions

Expected Outcome	Lead	Follow Up
	Michelle Hosp	N/A

Notes: Michelle Hosp welcomed the advisory members and thanked them for attending. Hosp briefly went over the items on the agenda.

Tracy Donohue reviewed the folder and its contents. The Council then dispersed to find their partners for the day's activities.

Completed Networking Activity; Council went around the room.

AGENDA ITEM: Iowa Reading Research Center News & Events

- a) Annual Report
- b) Needs Assessment Press Release
- c) Iowa Reading Research Center Advisory Council By-Laws

Expected Outcome	Lead	Follow Up
Information/Feedback	Michelle Hosp, Sara McInerney	

Notes: Sara McInerney introduced the Annual Report. McInerney explained the contents of Chapters 61 and 62. The Council was asked to look over the annual report and provide input working in groups as well as sending the Center individual comments.

Michelle Hosp gave an update on the press release. Shared where the report and press release can be found on the website. Report can be accessed by clicking the following link:

<http://www.iowareadingresearch.org/files/documents/fm/IRRC-Needs-Assessment-release-112013.pdf>

AGENDA ITEM: By-Laws

Expected Outcome	Lead	Follow Up
Information	Thomas Mayes	

Notes: Sara McInerney introduced that the Council will have by-laws to follow which is required by Chapter 61. Michelle Hosp then introduced Thomas Mayes.

Mayes explained the purpose of the by-laws and how he prepared them for the Iowa Reading Research Center Council. He explained each section and elaborated on the function of the advisory council. The Council is to serve in an advisory role but does not determine the work of the Center. The work of the Center is determined by what is in Chapters 61 and 62 rules and is guided under the purview of the Iowa Department of Education. Mayes described we do not necessarily need a “term” definition or limit within the Council. Mayes went further in depth to explain the sections of the by-laws. The document of the by-laws can be viewed by clicking below:

<https://docs.google.com/a/gwaea.org/file/d/0B4kSMqfTlBfBck1xWXBEelZoWTg/edit>

Mayes shared rules of designees. A designee cannot vote during a meeting if they are attending in place of an absent member. Mayes also shared that every advisory will have a chair and a vice-chair. This can be done per meeting or for the fiscal year. The chair and vice-chair are

there to assist with the running of the meetings, setting the agenda for the meetings, and other tasks related to the advisory council. There needs to be maximum flexibility, therefore no specific committees were recommended.

McInerny asked the Council to review the by-laws and then she made a motion that the by-laws be approved. Motion was made, seconded and the Council accepted the by-laws as written. McInerny then asked for nominations for a chair and vice-chair. Ralph Reynolds nominated Lindsay Grow. Lindsay Grow nominated Ralph Reynolds. By unanimous consent, Lindsay Grow will be the Council chair and Ralph Reynolds will be the vice-chair until June 30, 2014.

AGENDA ITEM: Iowa CORE Project

Expected Outcome	Lead Brad Niebling	Follow Up
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Notes: Brad Niebling introduced himself and shared a project that is on-going by the Iowa Department of Education and to be completed by September 1, 2014. This project would provide access to concrete tools, on a user friendly site, to be used by educators. Some of the tasks include:

- 1) Updating Iowa Core website
- 2) Providing resources and ongoing supports
- 3) Develop a scope and sequence
- 4) Develop model curriculum units
- 5) Instructional resources and materials used to implement units

Niebling indicated he would follow-up with communication asking the Council for external experts, K-12 Literacy in Iowa Core in particular, to review information.

AGENDA ITEM: Update on Phase I Schools

Expected Outcome Information	Lead Barbara Ohlund	Follow Up
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Notes: Barbara Ohlund shared an update on the work of C4K. Universal triage: what are the interventions that need to be put in place for schools with lower than 60 percent of students at proficiency on a universal screener. Ohlund asked those involved with C4K to stand, then asked other Council members to ask the C4K members to discuss their work with C4K.

Ohlund then shared a presentation stating: the purpose of work teams, work of C4K, and the progress of each task currently. She shared the 92 schools (about 52 districts) for Phase I.

Ohlund asked Phase I schools (Sioux City, Collins-Maxwell) to share their experiences with C4K. Kim Buryanek spoke for Sioux City Schools. Shared the process of how the school has been working with using FAST assessments. Jason Ellingson spoke for Collins-Maxwell Schools. Both districts had high praise for the quality of the assessments, ease of administration as well as access to reports. The district representatives indicated that they are very excited and have had other districts contact them indicating they want access as well.

AGENDA ITEM: Evidence/Research/Scientific-Based Research

Expected Outcome	Lead	Follow Up
	Larry Bice	

Notes: Larry Bice introduced himself and shared the confusion on evidence based and research based. Bice asked the Council to think about their work, he then shared the definition of scientifically-based research as defined by NCLB. Bice then split the room in to teams to work with the terms research based and evidence based.

Discussion ensued indicating the definitions the Iowa Reading Research Center uses should reflect the same definitions the Iowa Department of Education uses to eliminate confusion. The Bureau of School Improvement has already worked with the Research and Evaluation team at the Iowa Department of Education to develop definitions that are currently in use.

Next Steps: Michelle Hosp suggested Ralph Reynolds and Salli Forbes look at definitions and come together to make recommendations for clarifying the definitions that are currently being used.

AGENDA ITEM: IRRRC Initiative Update

- a) Parent Resources
- b) IHE Collaboration
- c) Early Literacy Framework
- d) Standard Treatment Protocol
- e) Summer Reading

Expected Outcome	Lead	Follow Up
	Michelle Hosp Tracy Donohue Sara McInerney	

Notes: Michelle Hosp explained the process the Center went through for choosing a national expert to work on the Parent Resources project. She indicated she will follow-up with the Council to ask for volunteers and names of people to assist in reviewing the parent resources.

The document “Process for Reading Initiatives” was shared with the Council by Hosp. She walked through the steps and shared how the process has been applied to the parent resources and how it will be applied with the work regarding the Standard Treatment Protocol.

Discussion ensued about taking data and comparing between schools of same caliber.

Hosp shared results of the Institutes of Higher Education survey conducted by the Iowa Reading Research Center.

Hosp gave an update on the “Subcommittee” work (list of tasks). Examples of these subcommittees include STP work, Early Literacy Framework, etc.

Tracy Donohue shared examples of parent resources that have been gathered.

Next Steps: The Council will provide feedback on “Process of Work” document by posting on chart paper or emailing thoughts to Therese York.

AGENDA ITEM: Website Work

Expected Outcome	Lead Michelle Hosp Tracy Donohue	Follow Up
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Notes: Briefly mentioned website work and the ‘Website Resources’ document.

AGENDA ITEM: Legislative Update

Expected Outcome Information/Support	Lead David Tilly Phil Wise Amy Williamson	Follow Up Legislative breakfast January 30, 2014, 7:00-9:00 a.m.
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Notes: Amy Williamson and David Tilly gave a brief history on Senate File 279.68. Senate proposed \$12 million for early literacy, House proposed \$0. At end of session, \$8 million was put into early literacy.

Williamson explained importance of Senate File 279.68 and Chapter 62 and how it will impact students and reading. Williamson also shared the plan of action in implementing the Code:

- Public hearing January 3, 2014
- Two opportunities to discuss with Administrative Rules Review Committee
 - Discussion item
 - After Board Adopts

- Iowa Department of Education will be pulling together specific answers to questions
- Two webinars are planned and one is a face-to-face
- C4K Relationship and Plan (Phase x)

Tilly introduced activity to the Council for them to understand the relationship between the code and rule. Question and answer discussion ensued; the questions of the group included:

- What are chances we may have influence in changing rules?
- How and when?
- What is on the Departments agenda for this year?

Phil Wise shared that what the Department's plans are will be different from last year.

1) Professional Development services (PreK-3 Literacy) and 2) Intensive Summer Reading Program

AGENDA ITEM: Closure

Expected Outcome	Lead	Follow Up
	Michelle Hosp	

Notes: Tracy Donohue discussed remaining topics and described the homework items for the Council.

Michelle Hosp thanked the Council for attending and shared the next meeting date in addition to sharing the Legislative Breakfast meeting on January 30, 2014. Follow-up information will be shared regarding the Legislative Breakfast.

Next Meeting: March 12, 2014
9:00a.m. - 3:30p.m.