



Iowa Reading Research Center Advisory Council

Meeting Notes

Date: September 23, 2015

Time: 9:00am-2:30 pm

Grimes Building, Room 100B, Des Moines

MEMBERS PRESENT: Mike Beranek, Kara Deitrich, Mark Draper, Clark Goltz, Shelly Hanson, Amy Hutchison, Jaci James, Tania Johnson, Sarah Ramsey, Renita Schmidt, Cathy Wilt, Lindsay Woodward

AD HOC MEMBERS PRESENT: Larry Bice, Thomas Mayes, Penny Milburn, Sandra Nelson, Nicole Proesch, Dave Tilly, Phil Wise

ADDITIONAL ATTENDEES: Deborah Reed, Sara McInerny, Melissa Potter, Gleidson Gouveia, and Kathy Hanlon-LSA

AGENDA ITEM: Welcome

Welcome

Call to Order

Approve Agenda

Welcome and Introductions

Council Members Introduce

Themselves

Approve Minutes for May

Council Meeting

Meeting Outcomes

Lead

Amy Hutchison

Follow Up

Minutes of May meeting to be posted on Website with one date correction—remove DRAFT watermark. Remove Share Out from end of Agenda.

- **Notes:** Deborah Reed opened the meeting with a brief greeting. Amy Hutchison called the meeting to order and read through the Agenda. Hutchison lead the group through an introductory activity and all Council members were introduced. Reed showed attendees the copy of Parliamentary Procedures in their folders. Minutes of the May meeting were read; Larry Bice suggested a correction of the date of this meeting, which was accepted. Motion was made by Clark Goltz to approve the minutes, Mark Draper offered a second to the motion. A vote was called, all ayes, no opposed, motion to approve was carried. Next, Hutchison went over the desired outcomes of the meeting: Learn about the progress on current IRRC initiatives and plans for new initiatives
 - Provide input on IRRC priorities
 - Connect state legislation with the work of the Center
 - Plan ways to support and share the initiative of the Center across the state
 - Update members on the work of partner agencies related to the mission of the IRRC

The final item was scratched as no partner agency wanted to share out.

AGENDA ITEM: Reviews of By-Laws, Legislation and Procedures

Role of Advisory Council/Members	Lead Amy Hutchison	Follow Up
Review of Legislation and By-Laws	Sara McInerny	

Notes: Hutchison described the role of the Advisory members, including their fostering of stakeholder perspectives in the area of literacy in Iowa. Next, Sara McInerny explained the legislation that developed the Center and explained the By-Laws governing the Council. McInerny used a diagram to show the structure of the Center and had the members speak with a partner to find other persons in the room that fit the appropriate categories. Mike Beranek asked to have the Center’s funding stream explained. McInerny said that the Center is not in standing appropriations; funds are appropriated on a year to year basis, thus we need to continue to lobby. Beranek asked if our move to the U and the financial aspects were smooth. McInerny explained that we had no issues and the entire move was smooth.

AGENDA ITEM: Public Comment

Allow for time for public comment	Lead Sara McInerny	Follow Up None
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Notes: There were no members of the public in attendance who wished to address the council.

AGENDA ITEM: Director’s Report

Director’s Report Study 2015-2016 Priorities	Lead Deborah Reed Dave Tilly	Follow Up None
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Notes: Reed began her Director’s Report by announcing the Center had two new employees: Gleidson Gouveia, Senior Project Manager and Elizabeth Decker, Administrative Assistant. Reed then listed the Center’s activities since the last Council meeting in May, which included Noticing the ISRP Criteria to the State Board of Education on September 17th. She also spoke about our plans for the next quarter which include supporting our Institutes of higher Education on Iowa TIER with monthly webinars and technical assistance and adding English Language Learner resources to our website.

Reed next spoke about the study the Center hopes to be engaged in during summer 2016. She spoke about the need for summer to be a time of accelerated growth rather than simply preventing students' summer learning loss. Reed went on to explain the design and plan of the study in detail also explaining the collaboration with other departments within the University of Iowa and Measured Decisions will conduct an evaluation to determine alignment of summer programs to the legislated rules for Intensive Summer Reading Programs. Reed asked Council members to help with recruiting schools to the study. There was a discussion of how the different programs in the study will be assigned to participating sites. Reed explained that the assignments are completely random. Draper asked what the time line would look like for preparation by school districts. Reed said that she hopes to have funding in place by January, then recruitment completed no later than March. Professional development will be provided to participating sites in May or June.

Reed also delivered a look at the long-term plans for the Center. We are looking at sustainability beyond the immediate implementation of legislative code 279.68. Our first efforts have been devoted to K-3 literacy and we can start looking forward to the full preK-12 range stated in the legislated priorities of the Center. The Center can begin to leverage our host, the University of Iowa, to have internal rather than external expertise. Reed also explained she has a vision of the Center being a source of research rather than for disseminating the research of others.

Next, Dave Tilly discussed how important it is for the Advisory Council to have a voice in setting the priorities for the Center. He stated that the Council represents to him a commitment to literacy in Iowa, and the Center as a home for literacy in Iowa-a research to practice center. Tilly showed a list of the FY 2016 priorities and asked the group to discuss them with a shoulder partner for a few minutes. There was a group share out that included several comments.

AGENDA ITEM: Member Biographies

Members to Update

Lead
Amy

Follow Up

Give updates to Melissa
Potter

Notes: Hutchison asked all members to review their biographies that are kept for the website and make corrections. New members were asked to create biographies that can go on the website.

AGENDA ITEM: Landscape Assessment

Landscape Assessment Update	Lead Amy Hutchison	Follow Up None
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Notes: Hutchison explained that the Landscape Assessment has been completed and published. The report is linked on the Center’s website and there were printed copied at the meeting.

AGENDA ITEM: Update on IRRC Initiatives

Intensive Summer Reading Program	Lead Gleudson Gouveia	Follow Up Potter to check percentages
ELL Resources	Sara McInerny	
Higher Ed Webinars	Melissa Potter	
Analytics		

Notes: Gleudson Gouveia presented slides to update the Council on the Intensive Summer Reading Program work, and the progression of the criteria through the State Board of Education’s timeline of Adoption into Administrative Rule. A discussion ensued that included when the criteria become effective. They become Rule in January 2016 and will begin being used by schools in summer of 2017. Gouveia began an activity with the Council members to review the criteria in small groups. The small groups discussed the Guidance document and then came back together to the large group to share their thoughts.

Next McInerny updated the Council about the ELL Resources project. Consultant Cheryl Cook has reengaged our Task Team and begun meetings to finalize the rubric for reviewing ELL resources. Cook will transition this project to new Center employee Priscilla Pohlana beginning October first. Over 250 resources have been gathered and will be evaluated to be loaded on to our website. The vetting group for the rubric will be assembled and begin their work in November, resources can begin being evaluated in January. McInerny broke the Council into small groups and had them look at the rubric and provide written feedback on a document. The documents were gathered for later review. A request was made for volunteers to join the vetting group or review team.

AGENDA ITEM: Legislative Update

Legislative Update	Lead Phil Wise	Follow Up None
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Notes: Phil Wise spoke about the work of the Legislature in its next session. He believes education funding will be a top priority. Wise stated that early literacy

education along with Teacher Leadership and Compensation and Career and Technical Education would be policy initiatives. He also spoke about this being the time that the Department of Education is in the process of forming their budget and policy recommendations and taking them to the Governor for approval. An increase in the budget for the Center is being advocated.

AGENDA ITEM: Update on IRRC Initiatives, Continued

Intensive Summer Reading Program	Lead Gleidson Gouveia	Follow Up Potter to check percentages
ELL Resources	Sara McInerny	
Higher Ed Webinars	Melissa Potter	
Analytics		

Notes: McInerny presented slides about the Center’s support of the IHE Iowa TIER system. 100% of Iowa’s Institutions of Higher Education have been trained to use the system. The center provides financial support for the development and maintenance of this system and provides technical assistance to its users. Webinars were given to TIER users in the Fall of 2014 for instructional purposes and now again in 2015 to refresh training and update the IHE users on the work of the Center.

Potter gave a view of the analytics of the Center’s website and social media. She showed the growth of the number of visitors the website had on a monthly basis during FY 2015 and the percentage of growth in social media following during FY2015. Potter also asked Council members to encourage their constituents to engage with the Center by visiting the site, sharing posts and re-tweeting our tweets. Kara Deitrich asked if we had thought about having a special time set aside during each week for a chat on Twitter and Potter replied that would be taken back and discussed by the team.

AGENDA ITEM: Adjournment

Adjourn	Lead Deborah Reed	Follow Up None
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Notes: Reed thanked the Council for their good work and collaboration. Our next meeting will be held on December 1, 2015 at the Heartland AEA building. Reed gave a reminder to give all expense and reimbursement forms to Potter on the way out. Meeting was adjourned.