



# Iowa Reading Research Center

## Meeting Notes

**Date March 12, 2014**

**Time 9:00am-3:30pm**

**Location Grimes Office Building, Room 100**

**MEMBERS PRESENT:** Mike Beranek, Beth Beschorner, Michael Bunde, Kimberly Buryanek, Mike Cormack, Lea Davidson, Kris Donnelly, Tracy Donohue, Claudia Reyes-Fry, Lindsay Grow, Michelle Hosp, Amy Hutchison, Tania Johnson, Shari Kuehl, Jobi Lawrence, Sara McInerney (remote), Geri McMahon, Sandra Nelson, Barbara Ohlund, Becky Miles-Polka, Sarah Ramsey, Ralph Reynolds, Nita Schmidt, Deb Tidwell, Cathy Wilt, Phil Wise

**ADHOC PRESENT:** Thomas Mayes, Kimberly Villotti

**ADDITIONAL ATTENDEES:** Deb Linebarger (Proxy for Kirsten Missall), Therese York

**AGENDA ITEM:** Welcome/Introductions/Agenda Overview

Expected Outcome	Lead	Follow Up
	Michelle Hosp Lindsay Grow	<b>N/A</b>

**Notes:** Michelle Hosp welcomed Council members. Tracy Donohue took over to share the agenda for the days meeting.

**AGENDA ITEM:** Meeting Purpose and Goals

Expected Outcome	Lead	Follow Up
Information	Sara McInerney Thomas Mayes	

**Notes:** Sara McInerney shared the timeline for the Center beginning in the spring of 2012 to the current time. Nine original committee members were highlighted. Michelle Hosp thanked McInerney and turned it over to Thomas Mayes to discuss bylaws.

Mayes discussed Chapter 61 and its relationship/importance to the Advisory Council. Mayes suggested that advisory look at the bylaws and Chapter 61. Discussion ensued about the bylaws and how they pertain to the advisory.

Mayes discussed the bylaws and highlighted the duties listed in Rule 61.7 (2). Hosp took over to share the main points of Chapter 61 to show this interaction of the Chapter 61 and the bylaws. The floor was opened up for questions.

Discussion ensued about the opinions and advice from the advisory and how it is used by the Center. It was suggested that we have a better understanding with the advice of the advisory and how the Center will use this feedback from advisory.

Hosp brought the Council back to Annual Report and feedback that was submitted for the final product. Turned over to Sara to discuss the process of taking advice on the final product.

**Next Steps:** Hosp will speak to David Tilly about the following items:

- How to gather input concerning priorities from the advisory?  
How to gather input from the advisory for Michelle's evaluation?

**AGENDA ITEM:** Networking

Expected Outcome	Lead	Follow Up
Information/ Activity	Lindsay Grow Tracy Donohue	

**Notes:** Networking activity took place amongst advisory members.

**AGENDA ITEM:** Intensive Summer Reading Work

Expected Outcome	Lead	Follow Up
Information	Michelle Hosp	

**Notes:** Michelle Hosp reintroduced the process for how the Center does work and discussed each step with the Council. The Center has been charged with putting together guidance and criteria for an Intensive Summer Literacy Program and will be utilizing this process.

Feedback was gathered from the Council concerning the Center's process for work. Hosp shared how the feedback from the Council may be utilized. Hosp will report back to the Council at the May meeting on next steps for the Intensive Summer Work.

Discussion and small group work ensued about the Intensive Summer Literacy Program. Each table discussed and answered multiple questions around this work. This information was collected and will be shared back with the group at the next Advisory Council meeting.

Public comment guidelines were discussed.

Review of Conflict of Interest/DAS Rules regarding advisory members was discussed. Mayes described conflict of interest indicating it is the member's responsibility to recognize these conflicts. Council members interested in being on the team to lead the summer work must ensure they do not have a conflict of interest. (Information on the Conflict of Interest can be found in the bylaws document.)

**Next Steps:** The Center will reach out to the Advisory Council to indicate interest in working as part of a small team for Intensive Summer Reading Program. (Intensive Summer Program work to start July 1) Hosp will work with attorneys to see if interested Council members are able to do work based on conflict of interest. Mayes will email Public Comments guidelines to IRRC staff.

**AGENDA ITEM:** IRRC News and Events

Expected Outcome	Lead	Follow Up
Information	Michelle Hosp Tracy Donohue	

**Notes:** Michelle Hosp discussed meetings and presentations that have occurred during the past year as well as upcoming events. Sarah Ramsey shared her experience from the Reading Summit on Chronic Absenteeism (Iowa Child and Family Policy Center).

Tracy Donohue shared upcoming projects (Family Resources, Early Literacy, Intensive Summer Literacy Program, Early Warning System).

**AGENDA ITEM:** Legislative Breakfast Recap

Expected Outcome	Lead	Follow Up
Review	Tracy Donohue	

**Notes:** Council members shared their experiences from the legislative breakfast. Tables then split up into groups for each poster to discuss the content. Members came back together to share discussions. Beth Beschorner and Claudia Reyes-Fry shared their personal experiences from the breakfast.

Kim Buryanek and Cathy Wilt shared information about a school visit concerning the use of FAST/IGDIs that took place in Sioux City with Senator Jorgensen.

**Next Steps:** The Center will set up school visits with various legislators so they can see the early warning system in action.

**AGENDA ITEM:** IRRC Initiative Update

- a) Family Resources Vetting Group
- b) Early Literacy Vetting Group
- c) Early Warning System

Expected Outcome	Lead	Follow Up
Information	Tracy Donohue Michelle Hosp Barbara Ohlund	

**Notes:** (a) Tracy Donohue discussed the Family Resources project and the process we are going through to identify quality resources which will then be shared on the Center's website. Donohue shared the IRRC blog to members. Beth Beschorner shared her experience in working on the Family Resources project.

(b) Barbara Ohlund discussed the Early Literacy Group and the process they are going through for their work. She shared how to submit questions for the vetting group/task group; email the following: [literacyrfi@iowa.gov](mailto:literacyrfi@iowa.gov). Claudia Reyes-Fry shared her experience working with the vetting group.

(c) Ohlund discussed the Early Warning System and current work. The DE will be expanding access to the early warning system to all schools who request it. Training and support will be provided. (Summer trainings will be upcoming (IHEs included?).

**Next Steps:** (a) The Center will reach out to advisory to identify bilingual individuals for future evaluation of Spanish resources. (c) The DE will email registration information for summer trainings around the early warning system.

**AGENDA ITEM:** Website Work

Expected Outcome	Lead	Follow Up
Activity	Tracy Donohue	

**Notes:** Tracy Donohue shared the website and blog. Council completed the Scavenger Hunt activity.

**AGENDA ITEM:** Legislative Update

Expected Outcome	Lead	Follow Up
Information/Support	Mike Cormack Phil Wise	

**Notes:** Phil Wise shared highlights from this year's legislative session. Mike Cormack shared conversations that are occurring within the legislature concerning future funding for the Center. Dyslexia definitions are part of bills currently proposed in the legislature. Future work for the Center may include Professional Development, should appropriations become available.

Discussion ensued about the Center's funding, dollars for schools, as well as the Dyslexia bill.

**AGENDA ITEM:** Closure

Expected Outcome	Lead	Follow Up
	Michelle Hosp	

**Notes:** Tracy Donohue and Lindsay Grow thanked the attendees and closed the meeting.

**AGENDA ITEM:** Advisory Council Member Sharing

Expected Outcome	Lead	Follow Up
	Lindsay Grow	

**Notes:** Deb Tidwell, professor at the University of Northern Iowa, shared information on the Jacobson Center and their work in Partnerships in Comprehensive Literacy.

**Next Meeting:** May 21, 2014  
9:00am-3:30pm  
ICN Room