

# WI DPI Early Literacy Curriculum Council (ELCC)

Thursday, November 9, 2023 | 4:30-6:30 PM

## MINUTES

---

**Virtual Meeting:** [Microsoft Teams](#)

**Call to Order** Chairperson Nancy Dressel started the meeting at 4:39 pm after technical difficulties.

**Roll Call** - Quorum was present.

Council Members:

Present: Nancy Dressel (Chairperson), Amy McGovern (Vice Chairperson), Katie Kasubaski (Secretary), Megan Dixon, Itzel Galindo, Joe Garza, Bill Hughes, and Holly Prast

Absent: Kari Flitz

Department of Instruction Staff: Dr. John Johnson, Laura Adams, and Tari Raatz

Chair Nancy Dressel lost connectivity to the meeting.

Vice Chair Amy McGovern was unable to unmute her microphone.

Katie Kasubaski assumed the Chair.

**Approval of the Agenda** - Secretary Katie Kasubaski (Acting Chairperson)

Motion: Katie Kasubaski motioned to table item #3. Bill Hughes seconded the motion.

**Motion carried unanimously 7-0.** (Kari Flitz was absent. Chair Nancy Dressel was not present for this vote.)

Motion: Holly Prast motioned to approve the agenda. Amy McGovern seconded the motion

**The motion was carried unanimously 7-0.** (Kari Flitz was absent. Chair Nancy Dressel was not present for this vote.)

**Approval of Minutes** - Secretary Katie Kasubaski (Acting Chairperson)

Secretary Katie Kasubaski reported that she will have previous meeting minutes sent to ELCC members by Monday, November 13, 2023.

Vice Chair Amy McGovern assumed the Chair role.

**Early Literacy Curriculum and Instructional Materials Evaluation Criteria** - Vice Chair Amy McGovern (Acting Chairperson)

The ELCC began discussion of draft #4 of rubric #7. Joe Garza gave an update on the revised rubric based on member feedback.

Chair Nancy Dressel resumed as Chairperson for the duration of the meeting.

Motion: Nancy Dressel motioned to untable item #3. Joe Garza seconded the motion.  
**The motion was rejected 2-6 (Voting yes: Nancy Dressel and Joe Garza; Voting no: Amy McGovern, Katie Kasubaski, Megan Dixon, Itzel Galindo, Bill Hughes and Holly Prast).** (Kari Flitz was not present.)

The ELCC continued discussion and revisions of rubric #7 draft #4 line by line.

Motion: Joe Garza motioned to approve #7 with the revisions and appendix 3 added back into the rubric. Katie Kasubaski seconded the motion.

**The motion passed unanimously 6-0.** (Kari Flitz, Bill Huges, and Holly Prast were not present for this vote.)

#### **Vendor Curriculum and Instructional Materials Submission** - Chairperson

Laura Adams updated the ELCC on the vendor waiver and portal. Joe Garza volunteered to work with Laura Adams and the DPI to finalize the vendor waiver.

Motion: Joe Garza motioned that vendors will fill out a self-evaluation cross-referenced by rubric with location. Amy McGovern seconded the motion.

**The motion carried unanimously 6-0.** (Kari Flitz, Bill Huges, and Holly Prast were not present for this vote.)

Motion: Nancy Dressel motioned that vendors will list specific locations of evidence with instructional materials for each criterion of the rubric.

**The motion carried unanimously 6-0.** (Kari Flitz, Bill Huges, and Holly Prast were not present for this vote.)

Motion: Nancy motioned that vendors can start submitting materials as soon as possible and the DPI can start accepting them. Joe Garza seconded the motion.

**The motion carried unanimously 6-0.** (Kari Flitz, Bill Huges, and Holly Prast were not present for this vote.)

**Adjournment** - The meeting was adjourned at 6:33pm