

WI Early Literacy Curriculum Council (ELCC)

Monday, May 6, 2023 | 9:00 am - 3:00 pm

MINUTES

Virtual Meeting: Zoom Meeting

Call to Order - Chairperson Amy McGovern called the meeting to order at approximately 9:10 am.

Attendance - Quorum was present.

Council Members:

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

Absent: Joe Garza

Department of Instruction Staff: Laura Adams, John Johnson, Tom McCarthy

Approval of the Agenda - Chairperson

Motion: Holly Prast motioned to approve the agenda. Nancy Dressel seconded the motion. **The motion was carried 8-0.** (Joe Garza was not present for this vote.)

Approval of the Minutes - Chairperson

Motion: Katie Kasubaski motioned to approve the April 16, 2024 minutes as presented. Bill Hughes seconded the motion. **The motion was carried 8-0.** (Joe Garza was not present for this vote.)

DPI Updates - Laura Adams, DPI

WI Reads Website

The Wisconsin Reads website was updated with ELCC tabs titled [ELCC general information](#) which includes member information and [ELCC meeting information](#) which includes meeting minutes and agendas.

Curricular Submissions

The WI DPI has approved that the ELCC only review curricular programs which contain all of the components of ACT 20 which means the ELCC does not need to review any partial submissions. The DPI will not be reviewing partial submissions as well. Members discussed whether DPI would review any materials during the upcoming review period.

Office of Literacy Director

The DPI is moving forward in the hiring process. The ELCC will determine which of the five candidates will move forward for interviews with the State Superintendent. DPI needs to solidify position authority before the director can officially be hired. Members discussed how this hiring has been different from other positions appointed by the State Superintendent. The director position also requires final Senate approval.

ACT 20 Update

Diagnostic Screener

The DPI has created a team to consult on the creation of the diagnostic assessment list with a wide array of professionals including Title II teachers, special education teachers, english language teachers, school psychologists, data/research experts and reading consultants. As in the past, schools will not diagnose dyslexia, but schools are required to provide interventions aligned with the diagnostic assessments as described in ACT 20. If a parent or teacher suspects a student has characteristics of dyslexia, then the student will be given the diagnostic assessment. Schools will continue to identify students who qualify for services including IEPs or 504s. The DPI will publish the diagnostic screener list in July and schools using diagnostic screeners from the list will be eligible for partial reimbursement. Reimbursement will focus on systems and structures for implementation.

Universal Screener

The DPI is collecting bids for the statewide universal screener, and the Department is on track to have a contract signed by July. The WI DPI has a public meeting scheduled with vendors on May 8, 2024. The Department of Administration (DOA) will also list any open meetings on their website.

Literacy Coaches

The DPI will contract with up to 64 literacy coaches. The salary for the literacy coaches is part of the \$50 million. The primary focus will be on the schools with the most need and coordinate with CESAs.

Tom McCarthy provided a finance update. Some funding for ACT 20 is delayed because of the ACT 100 litigation. However, the hiring of the Office of Literacy Director was not part of the litigation. The DPI feels confident in continuing with the hiring process.

Director of Literacy Review of Candidates' Responses provided by DPI - Chairperson

Motion: Holly Prast motioned to go into closed session to discuss hiring the Office of Literacy Director. Itzel Galindo seconded the motion. **The motion was carried 8-0.** (Joe Garza was not present for this vote.)

During the closed session, members discussed answers submitted by five candidates. Three candidates were approved to move forward in the hiring process for the Office of Literacy Director position. Members were in closed session from 9:45 am until 10:19 am.

Motion: Holly Prast motioned to move forward candidates 3, 4 and 5 for the Director of the Office of Literacy position. Megan Dixon seconded the motion. **The motion was carried 7-0-1.** (Joe Garza was not present for this vote. Bill Hughes abstained.)

Motion: Holly Prast motioned to return to regular session. Bill Hughes seconded the motion. **The motion was carried 8-0.** (Joe Garza was not present for this vote.)

The ELCC took a break from 10:20 - 10:35 am.

2024 Curricular Rubric Revisions - Chairperson

Motion: Kari Flitz motioned to discuss rubric updates. Holly Prast seconded the motion. **The motion was carried 8-0.** (Joe Garza was not present for this vote.)

Members discussed revising the rubric in a way that would not change how previous submissions would have been scored in the last review period. The council decided to add a checkbox at worded “this curriculum does not contain decoding prompts that rely on the three cueing system”. The wording for the should not include section will be changed to a number to make numeric scoring easier to calculate. “This curriculum does not contain decoding prompts that rely on the three cueing system. 1- Yes and 0 - No with the desired answer no. The “should not have” wording will be updated and approved at the Tuesday, May 14, 2024 meeting. The 1-4 ranking system will stay the same for the 2024 rubric.

The rubric will continue to include the spelling/encoding section as decoding and encoding develop concurrently in the primary grades. Members discussed the spelling and general categories, and decided to keep both. Definitions for leveled readers, basal readers, and differentiated readers will be included in the rubric for consistent scoring.

Vendor submissions for the January 2025 early literacy curriculum list will be open June 3, 2024 through July 1, 2024, and the directions for the vendors will include adding links where available when completing the self-assessment. Only submissions meeting all components of ACT 20 will be reviewed. For additional transparency, the google form format of the rubric used by ELCC for scoring will be publicly posted. All ELCC members will have reviews completed by Tuesday, October 15, 2024. Scores will be reviewed on Thursday, October 17, 2024 and a vote will be taken to move programs forward. The ELCC will have the next curricular list to the DPI by November 1, 2024.

Holly Prast left the meeting at 11:00 am.

Motion: Amy McGovern motioned to discuss the ELCC ratings after all members have reviewed each completed submission. Megan Dixon seconded the motion. **The motion was carried 7-0.** (Joe Garza and Holly Prast were not present for this vote.)

Lunch break from 11:35 am - 12: 10 pm.

Motion: Amy McGovern motioned to maintain the four point scale used previously. Itzel Galindo seconded the motion. **The motion was carried 7-0.** (Joe Garza and Holly Prast were not present for this vote.)

Motion: Amy McGovern motioned the following:

- a. Add a YES (1)/NO (0): This curriculum does not contain decoding prompts that rely on the three cueing system.
- b. For the google form: Remove the words to make numeric scoring easier to calculate.
- c. Maintain a spelling/encoding section as decoding and encoding develop concurrently in the primary grades, especially with a well designed resource.
- d. Should Not: our google doc is accurate, copy the wording from Google form to vendor rubric (Holly)

The motion was seconded by Bill Hughes. **The motion was carried 7-0.** (Joe Garza and Holly Prast were not present for this vote.)

Motion: Amy Mc Govern motioned to add definitions of leveled reader, differentiated reader, and basal reader to the rubric definition. Katie Kasubaski seconded the motion. **The motion was carried 7-0.** (Joe Garza and Holly Prast were not present for this vote.)

Break 1:10 pm - 1:30 pm.

Katie Kasubaski left the meeting at 1:45 pm. Bill Hughes assumed the secretary duties.

Bylaws Updates - Chairperson

The proposed bylaws were created based on other similar councils and were provided to members prior to the meeting for review. Members suggested edits and additions to the draft document during discussion, and the document was edited as directed by council members. Bill Hughes offered to seek outside legal counsel for review of the draft bylaws.

Council Updates - Chairperson

Vendor submissions for the 2025 early literacy curriculum list are open June 3, 2024 - July 1, 2024.

The next virtual meeting is Tuesday, May 14 from 4:00 - 5:00 pm.

Future meeting dates:

Tuesday, June 18, 2024 from 4:00 - 6:00 pm

Tuesday, July 16, 2024 from 4:00 - 6:00 pm

Thursday, August 13, 2024 from 4:00 - 6:00 pm

Thursday, September 12, 2024 from 4:00 - 6:00 pm

Thursday, October 17, 2024 from 4:00 - 6:00 pm (review instructional materials scores)

Tuesday, October 29, 2024 from 4:00 - 6:00 pm (Curriculum list decision)

Adjournment - The meeting was adjourned at approximately 3:00 pm.