

Microsoft Teams Virtual Meeting

Call In: 1-802-552-8456

Conference ID: 162 060 997#

One National Life Drive Davis 5, Room 514
Montpelier, VT 05620

DRAFT MEETING MINUTES

Present: Bill Clark, Vermont Standards Board for Professional Educators (VSBPE); Chelsea Myers, Vermont Superintendents Association (VSA); Sandra Cameron, Vermont School Boards Association (VSBA); Donald Tinney, Vermont-National Education Association (VT-NEA); Beth O'Brien, Vermont Principals' Association; Mill Moore, Vermont Independent Schools Association (VISA); Gwen Carmolli, Vermont Curriculum Leaders Association (VTCLA); Katie Campbell, St. Albans Town Educational Center; Jennifer Farnsworth, Hiawatha Elementary School; Julia Spaulding, Enosburg High School; Emily Lesh, Richmond; Cynthia Gardner-Morse, Calais; Jacqui Kelleher, Vermont Agency of Education (AOE); Daniel French, Vermont Agency of Education (AOE)

AOE: Suzanne Sprague

AGENDA	
<p>GOAL: By the end of this meeting we will</p> <ul style="list-style-type: none"> • Agree on the information to include in the Report for the House & Senate Education Committees • Compile assessment questions for AOE • Prioritize input on Statute 2903 	<p>Attendees: Bill, Chelsea, Sandra, Don Tinney, Mill Moore, Gwen Carmolli, Katie, Jennifer, Julia, Emily, Cynthia, Dan French, Jackie, Beth</p> <p>Chair: Gwen Carmolli</p> <p>Note Taker:</p> <p>Time: 10:00-12:00</p> <p>Format: Online meeting, Meeting Link</p>
<p>TO PREPARE FOR THIS MEETING, PLEASE:</p> <ul style="list-style-type: none"> • Review draft minutes from October meeting • Review Statute 2903 • Share input on Statute 2903 with by 11/19/21 	

<p>NORMS</p> <ul style="list-style-type: none"> • Listen thoughtfully & assume positive intentions • Ground statements in evidence • Stick to the protocol • Begin & end on time 	<p>DECISION MAKING PROCESS</p> <ul style="list-style-type: none"> • Gather information & input • Deliberate • Prioritize • Vote or agreement
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TIME	MINUTES	ACTIVITIES & NOTES
10:00-10:38	38	<p>Meeting convened at 10:03 a.m.</p> <p>Council Work</p> <ul style="list-style-type: none"> • Welcome/Roll Call & Share/Note Taker <ul style="list-style-type: none"> ◦ Share your strengths, expertise and or background that contributes to the improvement of literacy outcomes for Vermont students <p>Notes: Gwen took a roll call for attendance. She asked participants to share strengths, expertise and/or background that contribute to literacy outcomes. The following people were present: Bill, Chelsea, Sandra, Don Tinney, Mill Moore, Gwen Carmolli, Katie, Jennifer, Julia, Emily, Cynthia, Dan French, Jackie</p> <p>Gwen acknowledged the expertise of the team and emphasized our common focus and commitment to improved literacy outcomes. (Beth O'Brien was also present)</p> <ul style="list-style-type: none"> • Updates <ul style="list-style-type: none"> ◦ Subcommittee update <p>Notes: Update on subcommittees - We need to honor open meeting regulations - we need to have a location, can happen simultaneously if smaller than a quorum. Gwen thinks that it would be best for subcommittees to happen in the summertime.</p> <ul style="list-style-type: none"> ◦ Report for House & Senate Education Committees DRAFT <p>Notes: Gwen spent time reviewing several other reports as models. She thinks our report should include the following: Charge, Membership, Work Plan and the Focus (for this year in the Literacy Blueprint), Hopes of the Group, Data Outcomes, Decision Making Criteria align work with Educational Quality Standards, Initial Input, Next Steps, Thanks. Gwen took a straw poll of agreement- All yes votes, no one opposed, it will go to the committee prior to submitting the report</p> <ul style="list-style-type: none"> ◦ Collect assessment questions for the AOE (see last page) <p>Notes: Gwen reviewed the Input and asked if there was any additional questions. The following people asked additional questions: Cynthia -</p>

		<p>NWEA, Sandra - Early Education, Chelsea - Collection of Benchmark Assessments by the AOE,</p> <ul style="list-style-type: none"> ○ Payment for meeting (see information at the end of agenda) <p>Notes: Gwen explained that mileage and copies could be reimbursed for in person meetings. Committee members are eligible for up to 8 days for reimbursement at the rate of \$50 per day, but must be submitted electronically. Reach out to Gwen with questions.</p>
10:38-10:40	2	<p>Approve Meeting Minutes (Motion & Vote)</p> <p>Notes: Chelsea moved to approve the minutes. Cynthia seconded. Unanimously approved.</p>
10:40-10:50	10	<p>Hear Public Comment</p> <p>Notes: There was no public comment, but Gwen reported that Mack Gardener Morse reached out after the last meeting with questions, which Gwen included.</p>
10:50-11:50	60	<p>Review & Prioritize Statute 2903 Input</p> <ul style="list-style-type: none"> • Review Statute 2903 • Review & discuss input • Prioritize Input - Select 2 strengths, 2 areas to consider changing & 1 area to consider adding • Critical recommendations (see highlighted recommendations, p.3) • Use consensus selection process to determine areas for recommendation <p>Notes: Input was gathered in advance and Gwen clustered them together by category and created headers. Cynthia Gardner Morse thanked Gwen for all of her hard work to organize the data, but made a point that some people need extra time for reading and processing. Participants quietly read. The following people contributed to the discussion on Strengths: Gwen, Emily, Bill, Don, Beth -The main focus of the discussion was that the K-3 focus is a strength, but we may to consider early education and beyond grade 3 as well. The following people contributed to the discussion on Areas to Consider Changing: Jen, Jackie, Beth, Gwen, Emily, Bill, Cynthia, and Katie. The main topics of discussion centered around whether the language should include dyslexia or reading disabilities, the 5 Key Components of</p>

		<p>Reading included in the National Reading Panel Report, and the importance of encoding (spelling and writing) and decoding. The following people contributed to the discussion on Additions: Sandra, Cynthia, Gwen, Emily. Cynthia shared an article about spelling instruction - article link</p> <p>Council members made selections - 2 strengths, 2 things to consider changing, and 1 item to consider adding - to develop a prioritized list of recommendations.</p> <p>The selection process remained open, following the meeting, until December 1. The following items were selected as recommended input on statute 2903 for the House and Senate Education Committees to consider:</p> <p>Strengths</p> <ul style="list-style-type: none"> • Reading is critical to success in learning • Highly effective, early reading Instruction is necessary in all schools teachers grades 1-3 • Supplemental reading instruction is critical to students when proficiency is below grade level <p>Areas to Consider Changing</p> <ul style="list-style-type: none"> • <i>Change research-based to evidence-based - section (c)</i> • <i>Change the statute number to reflect the current MTSS statute: replace 164(9) with 2902 - section (c)</i> • <i>Add preschool and kindergarten in Foundation for Literacy - section (b)</i> • <i>Include supplemental reading instruction for learners who may have a need in any grade, not just beyond grade 4 - section (c)</i> <p>Areas to Consider Adding</p> <ul style="list-style-type: none"> • Add Alignment of Assessments
11:50-12:00	10	<p>Next Meeting & Wrap Up Council Meeting</p> <p>Notes:</p> <p>Gwen previewed the topics and materials for the upcoming meeting in January. (see items listed below)</p> <p>The meeting adjourned at 11:56 a.m.</p>
<p>Tasks for the January Meeting: (Items will be emailed following the November meeting)</p> <ul style="list-style-type: none"> • Read A Blueprint for Early Literacy Comprehensive System of Services PreK Through Third Grade • Read materials from AOE <ul style="list-style-type: none"> ○ Review of National and Statewide Summative Assessment Data for English Language Arts ○ AOE Team Supporting Act 28 		

- Defining Literacy - A Brief Discussion
- Defining Literacy - Research Excerpts
- Glossary of Literacy Terms

Process for Payment/Reimbursement

- Contact Suzanne Sprague (suzanne.sprague@vermont.gov) for Expense Form
- Fill and submit Expense Form to Suzanne Sprague, unsigned and not scanned - Type expenses directly into the form, it will auto-calculate
- Electronically sign expense form
- Look for notification of executed expense form, signature, and processing for payment
- You may need to look in your spam/junk folders

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