

Iowa Dyslexia Board

Final Meeting Minutes – September 1, 2021

Meeting minutes taken by Kathy Bertsch.

CALL TO ORDER

Brad Niebling called the meeting to order at 10 a.m.

An attendance roll call was taken.

Present:

- Brad Niebling, Matt Cretsinger, Deborah Reed, Shane Williams, Mark Hennigar, Kara Wishman, Katie Greving, Nina Lorimor-Easley, Kay Stork (participating remotely), Corey Vorthmann (participating remotely)

Absent:

- Kristen Craig

Board members shared their affiliation to dyslexia and what they would like to see from the board.

Corey Vorthmann made a motion and Deborah Reed seconded to approve the agenda. The motion carried.

This meeting was conducted in-person.

FUNCTIONS AND PROCESSES (BYLAWS)

Iowa Code Requirements

- **Open Meetings**
 - Thomas Mayes presented to the board on open meetings, open minutes and role on the board in relationship to advocacy. Including the following:
 - **Open Meetings:** Iowa Code Chapter 21: This board is subject to meetings being open to the public and may offer time for public comment. Notice must be made at least 24 hours in advance. Agendas are a rough notice and agenda items may be moved around as needed.
 - **In-person meetings:** The disaster proclamations are expiring. Meeting in-person is the standard. Meeting virtually is at the discretion of the chair and only in rare situations when it is impossible or impractical to meet in-person. It is an electronic meeting when the majority participate electronically.
 - **Public Comment:** The board may allow the public to participate in whatever means the board decides including in person and/or virtually.
 - **Open Records:** Dyslexia board emails are public record.
 - **Role of Board Membership:** Board members can talk about the board, but cannot speak on behalf of the board. Board members represent the public role

they serve on the board.

- **Voting:** Consensus building is great, but at some point you must vote yes or no with a roll call vote recorded in the record.

- ***Iowa Dyslexia Board Functions, Duties & Membership***

- The board reviewed the code required board functions and duties, membership requirements and term limits.
- The board discussed the requirements of the positions that are vacant and noted the application portal available on the Iowa Dyslexia Board website.

Board Processes

- ***Meeting Procedures***

- The board reviewed basic meeting procedures for moving the board along and making decisions. Brad Niebling requested a motion to approve the voting procedure as written (simple majority for basic meeting procedures, $\frac{2}{3}$ for board recommendations, and consensus process to aid in discussions and movement toward $\frac{2}{3}$ vote), Nina Lorimor-Easley made a motion and Matt Cretsinger seconded it. Motion passed unanimously.

- ***Chair, Vice-Chair, Members***

- The board reviewed possible roles of the chair and/or vice-chair and went into discussion regarding the role.
- Matt Cretsinger made a motion and Deborah Reed seconded the motion for Brad Niebling to be the chair of the board. The motion passed unanimously. Brad Niebling abstained.
- Katie Greving made the motion and Deborah Reed seconded it that Nina Lorimor-Easley serve as the vice chair of the board. The motion passed unanimously. Nina Lorimor-Easley abstained.

- ***Subcommittees***

- Matt Cretsinger made a motion to accept Proposal 1 that a subcommittee develop bylaws. Motion died.
- Katie Greving made a motion for DE staff to draft bylaws and Nina Lorimor-Easley seconded. The motion passed unanimously.
- The board discussed subcommittees as a future consideration.

- ***Proposed Board Procedures***

- **Schedule:** The board opened discussion about meeting schedule and notification. The board will meet quarterly from 10:00-2:30 on the below schedule:
 - September 1, 2021
 - October 20, 2021
 - February 9, 2022
 - May 11, 2022
- **Attendance:** The board reviewed procedures for allowing a designee to attend in their place and procedures when board members miss meetings.
- **Reimbursement:** The board reviewed procedures for reimbursement.
- **Accommodations:** The board reviewed procedures for accommodations and both electronic and hard copies will be provided for meetings.
- **Public Comment:**
 - The board went into discussion about how best to involve the public through

- public comment.
- Board procedures will be drafted to allow the public to participate virtually or in-person during the public comment period of the meeting.
- The public may do so by signing up for public comment prior to the comment period.
- Katie Greving made a motion to add a place for public comment on the Iowa Dyslexia Board website, Nina Lorimor-Easley seconded and the motion passed unanimously.
- **Annual Report to the Legislature:** The board reviewed the procedures for assuring the report is submitted by November 15th. Corey Vorthmann made a motion to accept the proposal, Matt Cretsinger seconded and the motion passed unanimously.
- **Webpage:** Brad opened a motion to implement the webpage, Nina Lorimor-Easley made a motion, Katie Greving seconded and the motion passed unanimously.

BOARD CHARGE

Agency Goals

- Brad Niebling presented the State Board of Education Priorities and goals around Eliminating Achievement and Opportunity Gaps and Improving Teacher and Leadership Preparation.

Formation of the Iowa Dyslexia Board

- Brad Niebling presented how the Iowa Dyslexia Board was formed. The board discussed the Dyslexia Task Force recommendations that are in law and recognized those that are not.

DYSLEXIA SPECIALIST ENDORSEMENT REPORT

- Deborah Reed, board member and Director of the Iowa Reading Research Center, presented on the Dyslexia Specialist Endorsement. The development of the endorsement and enrollment was shared. This is the first year offering the new endorsement program. There were a total of 28 applicants, with 21 students enrolled in the first cohort. Eight AEAs are represented and one student is associated with the remaining AEA. This cohort will graduate in December of 2022. They take 1-2 courses/practica per session.
- The board discussed how to find cooperating teachers that fit the needs of the practica requirements.
- The board reviewed barriers for potential applicants applying for the endorsement which include the endorsement not having a path to a master's degree.
- The board discussed maintaining fidelity of the program expectations including:
 - finding cooperating teachers that fit the needs of the practica requirements
 - fidelity as it expands to other teacher preparation programs
 - fidelity as the Board of Educational Examiners accepts out of state coursework to meet the endorsement requirements.

DEVELOPING BOARD PRIORITIES

- Brad Niebling presented the board's authority as outlined in code. He presented a process the board may use to drive their work with a focus on developing measurable board goals, focusing

the work of the board on recommendations to meet those goals and using progress toward the goals to inform legislative reports.

- The board discussed how to impact dyslexia instruction in Iowa.
- The board broke into work teams to discuss board priorities.
- The board shared possible board priorities which will be revisited for further development during the next meeting. Those include the following:
 - Providing dyslexia guidance for the schools,
 - Promoting and supporting use of the term dyslexia in schools,
 - Collaborating to get the word out and put the Dyslexia Task Force recommendations into place,
 - Supporting educators in completion of the dyslexia overview module,
 - Addressing the use of diagnostic assessments leading to intervention following early literacy screening,
 - Addressing effective interventions for children with dyslexia including developing a review/rating process for program materials and working with the Iowa Department of Education (the Department) to revise the reviewed interventions that are part of the Early Literacy Implementation (IC 279.68 and IAC 281.62) guidance,
 - Working with the Department to fill the dyslexia consultant position,
 - Supporting the development of the reading endorsement and reading specialist certificate including addressing fidelity of the endorsement as it expands to other programs and through work with the Iowa Board of Education Examiners (BoEE), and
 - Developing a communications/public relations plan to support the work of the board.

COMMUNICATION

Public Comment

- There was no public comment.
- Nina Lorimor-Easley opened discussion regarding methods of effectively communicating board priorities. Discussion included using multiple means of communication and leveraging leadership networks through the AEAs and districts.

ADJOURNMENT

Matt Cretsinger made a motion to adjourn, Deborah Reed second it. The meeting adjourned at 2:20 p.m.