



COLORADO DEPARTMENT OF EDUCATION

201 East Colfax Avenue • Denver, Colorado 80203-1799
303.866.6600 • www.cde.state.co.us

Dwight D. Jones
Commissioner of Education

Robert K. Hammond
Deputy Commissioner

Kenneth R. Turner
Deputy Commissioner

Colorado Literacy Council

Meeting Minutes

September 24, 2008

Members of the Colorado Literacy Council (CLC):

Co-Chairs – Colorado Department of Education:

- 1) **Kenneth R. Turner, Ed.D.**, Deputy Commissioner, Learning and Results
- 2) **Jeanette P. Cornier, Ph.D.**, Assistant Commissioner, Office of Teaching and Learning

Staff from the Colorado Department of Education:

- 3) **Debora L. Scheffel, Ph.D.**, Director, Colorado Reading First
- 4) **Barbara Medina, Ph.D.**, Assistant Commissioner, Innovation and Transformation
- 5) **Jami M. Goetz, Ph.D.**, Executive Director, Professional Services and Licensing

Membership from the field:

- 6) **Patricia J. Hagerty, Ed.D.**, Representative from the CCIRA
Immediate Past President, Colorado Council of the International Reading Association
- 7) **Eugene P. Sheehan, Ph.D.**, Chair of the Colorado Council of Deans of Education
Dean of the College of Education and Behavioral Sciences, University of Northern Colorado
- 8) **Timothy Shanahan, Ph.D.**, Nationally recognized faculty member with literacy expertise
Professor, College of Education, University of Illinois at Chicago
Director, Center for Literacy, University of Illinois at Chicago
- 9) **Nella B. Anderson, Ph.D.**, Dean of a four-year western slope college of education
Director of Teacher Education, Western State College
- 10) **Jill Ritter**, Rural district literacy representative
Elementary Reading Coach, Rocky Ford School District R-2
- 11) **Kathleen DeVries, M.A.**, Community college representative
Early Childhood Education Coordinator, Red Rocks Community College

CLC Members Present:

Kenneth Turner
Jeanette Cornier
Debra Scheffel
Barbara Medina
Jami Goetz
Patricia Hagerty
Jill Ritter
Nella Bea Anderson
Eugene Sheehan
Timothy Shanahan

CLC Members Absent:

Kathleen DeVries

Other CDE Support Staff Present:

Mary Spencer
Mary Peltier

Public Attendees

Four public attendees were present.

Proceedings:

The second meeting of the Colorado Literacy Council (CLC) was held on September 24, 2008 from 10:00 a.m. to 1:00 p.m. at 1560 Broadway, Suite 1250, Denver, Colorado, 80202.

I. Welcome and Introductions

CDE / CLC member welcomed everyone and introductions were made.

CDE / CLC member introduced the CLC's nationally recognized literacy advisor, Dr. Timothy Shanahan, of the University of Illinois at Chicago.

Bio excerpt obtained from: <http://www.uic.edu/educ/cfl/indexim.html>

“Timothy Shanahan is a Professor of Urban Education at the University of Illinois at Chicago and Director of the UIC Center for Literacy. He has served as Director of Reading for the Chicago Public Schools, and is a former first grade teacher. His research focuses on the relationship of reading and writing, the assessment of reading ability, family literacy, and school improvement. He has published more than 100 articles, chapters, and books on these topics.” Dr. Shanahan is the Past President of the International Reading Association, and serves as a member of the Board of Advisors for the National Family Literacy Center. “He served on the National Reading Panel, a group convened by the National Institute of Child Health and Development at the request of Congress to determine what research says about reading. The report that resulted became the basis of federal education policy (Reading First). He is chair of the National Literacy Panel on Language Minority Children and Youth and the National Early Literacy Panel. He co-developed Project FLAME, a family literacy program for Latino immigrants that received an Academic Excellence Award from the U.S. Department of Education. His research and service efforts have garnered more than \$4 million in funding. Dr. Shanahan received his Ph.D. in Education from the University of Delaware in 1980.”

II. Review the Charge and Goals of the Colorado Literacy Council (CLC)

The charge of the Colorado Literacy Council is to advise the Colorado Department of Education on literacy initiatives including:

1. Systems for the review of literacy content in educator preparation programs;
2. Revision of the Program for Licensing Assessment for Colorado Educators (PLACE test);
3. Topics for research forums and professional development with higher education;
4. Innovative literacy preparation programs (both pre-service and in-service).

The Charge was read aloud to the CLC members with an invitation to edit as necessary.

Group Consensus: No edits are requested at this time.

III. Review Operating Agreements for Colorado Literacy Council Meetings

The June 30, 2008 CLC Meeting Minutes were approved by the CLC members.

The Norms for Interaction are:

1. The Colorado Literacy Council (CLC) meeting minutes will reflect summary statements of what is discussed, both agreed and not agreed upon by the group, including individual opinions.
2. The CLC members will utilize a consensus process versus a voting process when making decisions. Consensus is defined as the "will of the group."
3. There will be an official agenda and minutes for each CLC meeting.
4. The CLC meetings are meetings held in public but do not include public participation.

The "Norms for Interaction" for CLC meetings were read aloud. No changes were suggested or made.

IV. Updates and News from CDE

Conversation focused on recent changes to *Forward Thinking* (an operation plan for CDE). Four new goals have been added. These new initiatives were shared with the CLC members:

1. Provide leadership, guidance and support to Colorado school districts to lower the statewide dropout rate while preparing all students to exit high school ready for post-secondary success.
2. Implement a state-wide literacy support plan that raises reading and writing achievement and decreases gaps associated with race or income.
3. Refine standards and processes for content review of teacher preparation programs so teachers know and apply research-based practices in curriculum, instruction and assessment.
4. Via inter-agency cooperation (involving education, health, welfare, and mental health), launch a program that infuses P-3 (pre-K through 3rd grade) best practices in a way that enhances increased third grade student achievement by developing and implementing an integrated P-3 system of support.

Discussion items included:

1. CDE is working on a state-wide literacy plan with a unifying framework focused on (a) closing the achievement gap and, (b) increasing literacy achievement for all.
2. CDE will not be adopting a state-wide curriculum.
3. The CLC members will have opportunities to provide suggestions in the development of the state-wide literacy plan.

V. The Leadership and Learning Center Evaluation

The Leadership and Learning evaluation was a project that comprehensively reviewed the literacy content review process. Findings from the Leadership and Learning Center evaluation were shared with the Colorado Council of Deans of Education (CCODE). The Leadership and Learning Center evaluation is

available for download at

http://www.cde.state.co.us/edpreprogram/downloads/LeadershipandLearningFINALreport_7-25-07.pdf

In late September, 2008 CDE staff met with and told representatives from CCODE that institutions of higher education will be given the choice of utilizing the current *Colorado Teacher Preparation Program Approval Rubric and Review Checklist for Literacy Courses* (a.k.a., “Literacy Rubric & Checklist”) (<http://www.cde.state.co.us/edpreprogram/downloads/Rubric-Checklist08.pdf>) or a revised version of the Literacy Rubric and Checklist (when it becomes available in 2009). Pursuant to recommendations from the Leadership and Learning Center evaluation, the Literacy Rubric and Checklist has been reviewed by Dr. Shanahan and revised accordingly.

Discussion items included:

1. At the CCODE meeting on October 9, 2008, CDE staff will present a full summary of the content review process for educator preparation programs to deans from the institutions of higher education. Information regarding the re-approval / re-authorization process may be found at: <http://www.cde.state.co.us/edpreprogram/downloads/TeacherPreparationProgramReapprovalProcess.pdf>

Information regarding the initial approval process for new endorsement programs may be found at: <http://www.cde.state.co.us/edpreprogram/downloads/TeacherPreparationProgramInitialApprovalProcess.pdf>

VI. Literacy Content Review Process

The following options for the literacy content review process were discussed with the CLC members:

- Option 1:** Fall, 2008: Revise the Review Checklist for Literacy Courses and provide institutions of higher education and designated agencies a “grandfather” period (e.g., one year) to use either version.
- Option 2:** Fall, 2008: Spend more time gathering input from the field; set a timeframe (e.g., 9-12 months from now) for a revision to take place.
- Option 3:** Obtain, today, additional ideas for “options” from CLC Members.

Group Consensus:

1. A timeline will be “set” for the revision process;
2. Focus groups consisting of (a) deans and district administrators, (b) faculty members, (c) teachers and practitioners, and (d) other designated professional organizations will have opportunities to provide suggestions for the revision of the Literacy Rubric and Checklist.
3. Individuals from the focus groups and the CLC will have opportunities to provide suggestions for the revision of the Literacy Rubric and Checklist at meetings across the state and via electronic access on the CDE website (web page to be determined soon).
4. Dr. Shanahan will provide suggestions for further revisions.
5. Suggestions for revisions from the CLC members, focus groups and Dr. Shanahan will be presented at the next CLC meeting on December 18, 2008.
6. The CLC members will reach consensus on suggested revisions for CDE.
7. CDE will decide on final revisions and complete the revised Literacy Rubric and Checklist in early 2009.
8. Information about the focus group meeting times and the electronic feedback process will be advertised in the Scoop <http://www.cde.state.co.us/scripts/thescooparchive/TheScoopArchive.asp>. CDE will also work with the Colorado Council of the International Reading Association (CCIRA) to disseminate information regarding the same.

Feedback on the revision of the Literacy Rubric and Checklist from Dr. Shanahan:

1. Consider a revised version of the Literacy Rubric and Checklist as still one document but with subsets that differentiate between elementary and secondary levels.
2. Expand elements related to upper elementary and secondary grade levels, including expansion for: (a) narrative and expository goals; (b) grammar; (c) critical reading using multiple texts; (d) using electronic texts; (e) content area reading; and (f) writing.

3. Expand elements for fluency and incorporate the delineation of specific research-based instructional practices for fluency.
4. Reduce redundancies among the 78 elements.
5. Revise the wording within the elements to better reflect scientifically-based reading research findings (specific examples were shared with the CLC members).
6. Consider including oral language development and writing alongside the 5 Components of Reading (i.e., phonemic awareness, phonics, fluency, vocabulary and comprehension).
7. Expand the elements for assessment, including the addition of monitoring assessments, teacher observations and the review of student work samples.

Discussion Items:

1. The current literacy content review requires that institutions of higher education (IHEs) and designated agencies (DAs) address the literacy content criteria delineated in the *Performance-Based Standards for Colorado Teachers, Standard One: Knowledge of Literacy*, which includes the *Colorado Teacher Preparation Program Approval Rubric* and **80%** of the elements in the *Review Checklist for Literacy Courses*.
2. IHEs and DAs determine which elements will constitute their 80% (minimum) of the elements for each of their programs.
3. The 78 elements are not weighted. That is, the literacy reviewers do not place greater “weight” on some elements over others.
4. The CLC members discussed the importance of CDE providing support and/or resources to faculty in the areas of developing assessments and syllabi that align with the CDE standards. It was requested that this specific topic be included on the next CLC meeting agenda.
5. The CDE / CLC members clarified to the CLC group that all levels of Linguistically Diverse Education programs (i.e., bachelors, post baccalaureate, graduate level, etc.) are required to receive a literacy content review.

VII. Higher Education Research Forums

CLC members were invited to offer suggestions for research forum presenters. No suggestions were given, however, the CLC members were asked to submit suggestions via email to the CDE / CLC members at their convenience.

Group consensus: Dr. Shanahan would present at the next Research Forum (December 18, 2008, 1:30 to 4:30 p.m.).

VIII. Program for Licensing Assessment for Colorado Educators (PLACE test)

This item was “tabled” until the next CLC meeting.

IX. Innovative Literacy Preparation Programs

This item was “tabled” until the next CLC meeting.

X. Future CLC Meeting Dates

1. Thursday, December 18, 2008, 10 a.m. to 1 p.m.
2. Thursday, January 22, 2009, 10 a.m. to 1 p.m.
3. Wednesday, April 22, 2009, 10 a.m. to 1 p.m.

XI. Meeting adjourned at 1:04 p.m.