**KANSAS BOARD OF REGENTS**

**LITERACY ADVISORY COMMITTEE**

MINUTES

December 17, 2024

The December 17, 2024, meeting of the Literacy Advisory Committee Summit was held in Conference Room Kathy Rupp in the Curtis State Office Building, 1000 SW Jackson, Topeka, KS.

MEMBERS PRESENT:

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| Dr. Cindy Lane |
| Rep. Nikki McDonald |
| Dr. Suzanne Myers |
| Laurie Winter |
| Idalia Shuman  |
| Dr. Carolyn Carlson |
| Heather Morgan |
| Dr. Beverly Schottler |
| Dr. Laurie Curtis |
| Martha Mendoza |
| Dr. Kim Wilson |
| Rep. Susan Estes |
| Diana Mendoza |
| Dr. Howard Smith |
| Sen. Renee Erickson |
| Sen. Molly Baumgardner |
| Dr. David Hurford |
| Amber Pagan |
| Dennis Burke |
| Dana Hensley |
| Dr. Ben Proctor |
| Jeanine Phillips |
| Mike Hill |
| Deb Farr |
| Susanne Martinez |
| Nick Mancini |
| Dr. Randy Watson |
| Ed McKechnie |

**Call to Order and Approval of Minutes**

Chair Lane called the meeting to order, welcomed members, and reviewed the agenda. Dr. Carlson moved to approve the November 15, 2024, meeting minutes. Suzanne Myers seconded the motion, which was approved unanimously. Dr. Carlson moved to approve the minutes from the November 22, 2024, meeting, and after being seconded by Suzanne Mayers, the motion carried unanimously.

**Team Meetings**

The members broke into their pillar groups and reconvened to give team reports.

The Education Pillar reported that its task was to ensure that the personnel working at the centers were qualified to perform their assigned tasks. They discussed ways they can provide guidance to the centers on the qualifications of the individuals and ways the centers can report back to the Office of Literacy on not only the expertise of the individuals but also how they are doing ongoing professional development to maintain that high level of expertise. They are also looking for a common way to submit the information.

The Research Pillar discussed how to support SB-348 by creating a needs assessment. The committee stressed that the needs assessment be prepared to learn more about the needs of educators, families, and higher education.

The Centers Pillar reported that the center's budget needs to reflect where it is most needed. The priority should be the students struggling the most with reading and the teachers in daily contact with them.

The Leadership Pillar reviewed a draft report to the legislature. They suggested starting the report with an executive summary and laying it out like most legislative reports are submitted. They also suggested using legislative language, bullet points, the budget, and a timeline. They also discussed including visuals like charts. The team also suggested adding a number seven to the last page that states, “Universities shall review and report to the committee on qualifications university professors have to teach pre-service teachers and master’s degree candidates.” They also encourage starting small with the budget and then growing.

**Strategic Planning**

Each table was given a section of Senate Bill 438 to review and elevate what is required. Dr. Kimberly Wilson reported on section two. They reviewed the definitions they thought were important, including in-service educators, post-secondary educational institutions, and the definition of the science of reading.

Amber Pagan highlighted what they thought was important in section three: designate best practices for the literacy training for in-service and pre-service teachers, be responsible for the attainment of the transformational goals, make recommendations to the Director of Literacy, make recommendations to the State Board of Education, Board of regents, and post-secondary education institutions, literacy training for in-service and pre-service teachers and literacy education of elementary and post-secondary students, make recommendations to the House of Representatives. In section eight, they highlighted developing a plan to establish six regional centers of excellence on reading required post-secondary educational institutes to collaborate with colleges of schools of education, including options that would allow centers for excellence in reading to be co-located in existing buildings, collaborate with school districts, the State Department of education, and the Kansas Board of Regents.

Next, Regent Mendoza reported on the Board of Regents' responsibilities. The first part was about a quantum literacy director, the committee's facilitator. There is also collaboration with different stakeholders, including the Kansas State Department of Education and school districts. They are also responsible for reporting to the legislature on utilizing and implementing the science of reading and eliminating discredited methodologies. Other responsibilities included are progress on universal screening measures and assessments in K12 and developing training modules in the science of reading.

Laurie Winter reviewed section six, stating that one significant point was to jointly approve the micro-credential requirements for in-service and pre-service, to coordinate low or no-cost professional development training programs from national trainers or Kansas post-secondary schools, and that post-secondary schools have the science of reading integrated into and have the progression of learning with that in both in-service and pre-service teachers.

Rep. Nikki McDonald reported on sections five and seven of the Senate Bill. Universities must create applied application courses and a comprehensive performance assessment on or before August 24, which is done. They must also work with KBOR to establish comprehensive reading assessments. The leader of each university must oversee and supervise. Undergraduate and post-graduate courses must ensure that all undergraduate early childhood and elementary programs are teaching the five pillars. The universities will assist in developing micro-credentials for the science of reading, and they must serve as a group that provides information and advice to the literacy committee.

**Vision and Mission Statements**

Each table developed its vision and mission statement for Senate Bill 438 and shared them with the committee. The members then identified words or phrases that resonate and should be considered as the vision and mission statements are finalized.

**SWOT**

The committee transitioned into a Strengths, Weakness, Opportunities, and Threat analysis (SWOT) using a four corners protocol. The SWOT analysis will be utilized in the development of SMART goals and Key Performance Indicators (KPIs).

**Closing**

Chair Lane adjourned the meeting at 4:43 pm

The next meeting will be January 24, 2025.