

# ENGLISH MASTERY COUNCIL

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## Meeting Minutes

Thursday, April 20, 2017

9:00 AM

### Meeting Locations:

*Video Conference from all locations*

OFFICE	LOCATION	ROOM
Department of Education	9890 S. Maryland Pkwy Las Vegas, NV	Board Room
Department of Education	700 East Fifth Street Carson City, NV	Board Room

### Call to Order

Council Chair Sharolyn Durodola called to order, from Las Vegas, the full meeting of the English Mastery Council at 9:05 A.M. on Thursday, April 20, 2017.

### Roll Call

Council secretary Susan Johnson conducted a roll call. **Quorum established (9 members present)**

Council members present in Carson City: Laurel Crossman, Barbara Harris, Fares Karam, Gladis Diaz, Maija Talso

Council members present in Las Vegas: Sharolyn Pollard-Durodola, Melissa Esparza, Duncan Lee, Lilian Steger

Absent Council Members: Steve Canavero, Lorna James Cervantes, Nancy Brune, Evangelyn Visser, Lynn John

NDE staff present in Las Vegas: Karl Wilson, Sophia Masewicz, Mindy Montoya

NDE staff present in Carson City: Blakely Hume, Susan Johnson

Deputy Attorney General Greg Ott was present in Carson City

Tracy Clark from Clark County School District was in attendance in Las Vegas.

There was no public attendance in Carson City.

Blakely Hume, NDE Education Programs Professional, announced the appointment of Dr. Lori Navarrete to represent the English Mastery Council public policy expertise.

### Pledge of Allegiance

Lead by Chair Durodola

### Public Comments #1

There were no public comments in Carson City or Las Vegas.

### Approval of Minutes – November 29, 2016 Meeting

Council reviewed the Minutes of the November 29 meeting. There were no corrections to the Minutes.

**Motion:** Laurel Crossman motioned to approve the Minutes as prepared. Lilian Steger seconded the motion. Motion carried and the Minutes were approved.

### Approval of Flexible Agenda

Chair Durodola asked for a motion to approve a flexible Agenda.

**Motion:** Duncan Lee motioned to approve a flexible Agenda. Maija Talso seconded the motion. Motion carried and a flexible Agenda was approved.

### Update on TESL Subcommittee Work

In Evangelyn Visser's absence, Blakely Hume reviewed the recent activities and progress of the TESL Subcommittee, their recommendation standings, pending work and scheduled next steps. The clarification was made that TESOL is the international chapter.

Sharolyn stated the EMC has a responsibility to find out the status of the two Nevada chapters and expressed a need to reach out to the chapters and encourage participation.

Fares reported that the northern Nevada TESL chapter is considered inactive due to having no members. He stated there are seven (7) members in the southern Nevada TESL chapter. Possible ways to increase membership and form activities was discussed. Fares stated that 25 members are needed to establish a chapter and two events are required per year.

Fares informed that the CATESOL chapter normally provides seed money for the organization of events and professional development during the year. CATESOL has informed there is some seed money available to fund the revival of the northern Nevada chapter. There was discussion regarding the need for membership to create an independent chapter. The northern Nevada chapter (with no members) will be removed by May 2017 if action is not taken to revive the chapter.

Lilian Steger reported that she is a member of CATESOL, and stated that the benefits are worth the \$75 per year membership fee. Lilian informed the council that resources and webinars are available online, and the membership is a valuable investment.

The idea of Sharolyn creating a letter of invitation to the southern chapter, inviting them to attend an EMC meeting was discussed. Sharolyn stated she could also follow up in an email. Sharolyn asked for a motion proposing the chair of the EMC write a formal letter, representing the EMC, inviting the members of the southern Nevada TESL Chapter to attend an EMC meeting, either in person, or remotely, and deliver a presentation on current membership.

**Motion:** Maija motioned to construct the letter, as stated. Fares seconded the motion. All were in favor of Chair Durodola writing the letter. Motion carried and approved. Sharolyn will draft the letter and send to Blakely for feedback.

Sharolyn addressed the ELAD Endorsement, the quality of the course work, field experiences, the practicum, the professional licensure courses, and how to shape and mold courses to better shift practices and attitudes. The creation and planning of a TESL conference in Nevada was discussed. Sharolyn reported the Associate Deans expressed interest in a conference event. Sharolyn stated the conference would be attended by NSHE faculty and other entities that have the responsibility of providing professional development around the ELAD Endorsement courses and field experiences.

Duncan added that the EMC should highlight what is needed for the EL program and he stated that legislators should attend and learn how budget funding is used.

Maija and Sharolyn discussed the conference funding. Sharolyn stated that she received a page from the Associate Dean regarding the types of sponsorships that the College of Education will fund and a list of things that need to be in place for a conference to be held at UNLV.

Sharolyn reiterated that the participants would be NSHE faculty and individuals from entities that are responsible for developing course work around the ELAD courses and the professional licensure endorsement.

Karl introduced Dr. Tracy Clark from the Clark County School District. Dr. Clark stated that CCSD's ELL departments would like to have conversation and work with EMC on the components of steps to benefit students and the ELAD courses.

Sharolyn asked for a motion to pursue the research needed around the development of such a conference.

**Motion:** Lilian Steger motioned for the English Mastery Council to allocate resources to develop a conference as presented by the Chair of the English Mastery Council. Laurel asked who would present the resources and what funding is available? Blakely and Karl explained the designation of the EMC budget. Karl stated the funds have been diminishing, and limited funds are available to co-sponsor this type of event. It was determined that the EMC does not have financial resources to contribute to the conference event.

**Motion:** Maija motioned that the English Mastery Council support the concept of a conference focused on the alignment of ELAD coursework throughout Nevada with potential financial support to be determined in the next fiscal year.

Sharolyn held the motion to respond to the initial motion that was on the floor. Lilian stated that when she spoke of resources, she meant support resources as in time, not necessarily monetary.

Sharolyn asked for a second on this motion. Motion was held and the first motion (Lilian's motion) was clarified. Karl re-stated the original language of the motion: Motion that EMC provide the resources for the conference that was proposed or discussed by Dr. Durodola. Melissa seconded the motion. After more discussion and clarification, Sharolyn moved for a vote on this motion with a show of hands. The motion did not pass.

Maija amended the motion she previously stated to read:

**Motion:** Maija motioned to support, through planning, research and enthusiasm, a conference focused on the alignment of ELAD course work throughout Nevada with potential financial support to be determined in the next fiscal year. Fares seconded the motion. Sharolyn asked for a show of hands. There were eight (8) votes in favor of the motion. Motion carried and approved.

### **Update of District Policy and Criteria Planning Subcommittee**

Laurel Crossman, Subcommittee Chair, reported that the District Policy and Criteria Planning Subcommittee conducted a workshop training on March 7, 2017 where they learned the district policy evaluation process. At that workshop, the subcommittee reviewed Washoe County and Churchill County EL policies. Laurel stated that another workshop took place on April 18, where they reviewed Lander County and Carson City EL policies. Homework was assigned to the subcommittee members to review additional EL policies. Sophia Masewicz reported that at the full EMC meeting, Storey County's EL policy was reviewed as one of the examples. Laurel announced that the next subcommittee meeting is scheduled for May 15 at 8:30 am and homework assignments will be reviewed at that time. Blakely clarified that March 7 was a subcommittee workshop and not a public meeting. There were no decisions made or voting on March 7.

There was a discussion on the scope and depth of the review and whether it should focus solely on policies or supporting documents to meet criteria. Laurel recommends only reviewing the policies. Tracy Clark stated that Clark County's ELL Master Plan is very large. She offered a presentation which she would facilitate.

## Update of Standards and Curriculum Subcommittee

Subcommittee Chair Maija Talso reported that the subcommittee met on March 9. Maija stated that Standards were adopted in 2015 by the State Board of Education. She added that the Board also adopted guidance for the Department of Education, reporting that a framework for English language development be provided to teachers on how to use and integrate Standards. Maija suggested that a leadership team to help in the development of the framework would consist of key stakeholders such as district EL personnel, administrators, content teachers, NDE curriculum staff, and RPDP personnel. An expert facilitator would be needed for structure. There was discussion of resources to support the project – both financial and support of individuals. Blakely stated there is a location in mind to hold the 2-day event, perhaps the end of June, and a WestEd facilitator may be suggested. He stated the request to schedule an event was presented to NDE leadership. Blakely stated the Redfield Campus would be available at the end of June to hold the workshop. The cost would be \$100 per day. Sophia clarified that the leadership team to develop the framework would consist of curriculum individuals at the district level and practitioners level. The availability of funds was discussed. Karl clarified that the allowable funds should be designated specifically to support the work of the EMC or the Standards and Curriculum Subcommittee.

Sharolyn asked for a motion for the EMC to approve the EMC Standards and Curriculum Subcommittee using a portion of the EMC travel funds to bring in an expert to support convening a core group to initiate the planning.

**Motion:** Maija motioned that the English Mastery Council approve the use of EMC funds to support bringing in an expert to facilitate the Standards leadership workgroup team. Laurel seconded the motion. Duncan asked if there is a limit on the expenditure for the speaker? Blakely stated the balance of funds must be used by July 1. Sharolyn asked for a vote. All voted in favor. Motion carried and was approved.

As follow-up, Maija proposed holding another subcommittee meeting, as the other two Standards subcommittee members were not present at this meeting. The meeting date will be decided.

## Proposed EMC Schedule for 2017

Future EMC meeting dates and EMC subcommittee meeting dates:

TESL Subcommittee meeting on May 11

District Policy and Criteria Planning Subcommittee meeting on May 15

EMC meeting on May 18

Standards and Curriculum Subcommittee meeting potentially within the next 3 weeks.

## Public Comments #2

There were no public comments in Carson City or Las Vegas.

## Adjournment

English Mastery Council Chair, Sharolyn Durodola, adjourned the meeting at 11:11 A.M.