

Iowa Literacy Council
Grimes Bldg.~Des Moines
11/2/12

Members present: Doug Keast, Eunice Reisberg, Bob Weiderholt, Jan Keese, Dale Amunson, Phyllis Hinton, Alex Harris, Diane OakGoode, Carolyn Smith, Anne Muir, LaShel

Updates:

- *Diane OakGoode will be the new representative for the Adult Literacy Council from the Iowa Workforce Development*
- *Jan Knopf (?) will no longer be able to serve on the council for personal reasons.*

Council Reports:

- *Phyllis reviewed the contact assignments from the Council.*
 - Sharon Darling—Archie*
 - Dollar General—Archie (Tony)*
 - DSM Schools-Rondale*
 - LINCS-Eunice*
 - Hawkeye CC-Doug*
 - AEA-LaShel*
 - IVCCD-Jan*
 - Iowa State-Dale*
 - Tom Rendon-Anne*
 - Drake Headstart-Anne*

- *Jan reported on Iowa Valley Community College Development. The key findings were:*
 - Has been going for 7 years with a variety of funding sources but currently from the Iowa Valley.*
 - parents want the kids to learn/read in English.*
 - parents need information in their native language*
 - extrinsic incentives work and are needed at least until intrinsic gets going*

- *Dale contacted Iowa State and got general information—he will follow up with the official template after Phyllis sends it to him. They have a huge International population that they are targeting.*

- *Doug contacted Hawkeye Community College. The key findings.*
 - Started with Department of Labor monies but now most funding from sources such as Cedar Valley United Way, Hawkeye CC*
 - Family approach made it stronger for the adults*
 - ESL with a child under 18 eligible*
 - Use the curricula that the person is already using rather than new curricula*

- *Eunice contacted LINCS (Literacy Information) but found they no longer do family literacy.*

- *Anne contacted Storm Lake. The key findings.*
 - They hold two literacy nights*
 - Target K-4 kids and parents (school-wide Title I)*
 - Evening activities for families*

- *Anne contacted Drake Head Start. The key findings were:*
 - they do not formally do anything that would connect to our project*

- *Anne contacted The Family Place. The key findings were:*
 - Low-socio economic target*
 - We need a daily program*
 - Life skills*

- *Anne contacted Kirkwood. They do not meet the criteria at this time.*

- *Anne contacted Johnson County. The key findings:*
 - Have lost Barbara Bush and Even Start funding*
 - Very limited offerings based on funding.*
 - Primarily Latino families of low income*

- *Phyllis reported that Tom Rendon, a DE consultant in the K-12 department. He will be glad to give contacts or any information that would be helpful for us.*

- *Marilyn did attempt to get information from the AEA's and did not find any programs with information.*

Discussion:

- *If you help the parents you will help the children/family.*
- *Do we have adequate information to go forward?*
- *How could we be tight/loose with our expectations?*
- *Are you going to use the money to be self-sustaining or are you going to use the money as a one shot deal with no long range plan for the future.*
- *What criteria would be used to measure success? If additional funding were sought, this would need to be an important component.*
- *Could we use the current questionnaire as a basis for the key questions?*

Proposed Timeline:

- *November—we will create the grant questions*
- *February—revise the questions*
- *March—create advertisement to announce grant/Timeline/Status Updates/Finalize*
- *June—Review applications*

Discussion/Planning/Next Steps:

- *See addendum from Phyllis*

Go around the table for next steps:

- *Alex will review our draft to see if we have included everything that needs to be included.*
- *February meeting would be an opportunity to fine-tune our questions. We will add to the application additional information as needed. (Example: 80% of the budget must be for instructional purposes.)*
- *Instructions will need to be created that will go with the RFA. This would identify additional information needed such as a budget.*

- *Phyllis posed the question—do we need to ask additional questions or have additional people present to us?*
- *The group consensus is that we have utilized what we needed and we have already moved beyond having additional information.*
- *We need to decide if we want quarterly reports from the groups receiving grants?*
- *Before our next meeting:*
 - Alex will review our questions and make sure they are aligned.*
 - New document will be sent to group to review.*
 - Alex will send out additional information for the AEFLA grants so we know how that was formatted, what was included.*
 - We need to have a rubric format ready to go.*
 - Jan will work with Alex to get a rubric framework ready for our February work.*
- *Alex hoped we would be able to find best practice or a best practice program that we could look at and potentially replicate. We did not come forth with this at this time. Please continue to look for that and be ready to share your findings. We need to not stop pursuing/looking for best practice.*
- *We could look at famlit.org and also look at Reading to Learn (PBS)*
- *Our goal for our February 1st, 2013 meeting*
 - revise the writing of the grant*
 - develop the rubric*
 - develop instructions to include: budget, weighting from rubric, requirements of quarterly (?) reporting, size limitations, applications timeline*