

**Minutes of the Oklahoma Standards
Steering Committee Meeting**

**STATE BOARD OF EDUCATION
OLIVER HODGE EDUCATION BUILDING
2500 NORTH LINCOLN BOULEVARD, RM. 1-20
OKLAHOMA CITY, OK**

March 10, 2015

The Oklahoma Standards Steering Committee met for an overview of policy and procedure that would possibly guide the process of constructing new Oklahoma English Language Arts and Math Standards at 2:00 p.m. on Tuesday, March 10, 2015, in the Board Room of the Oliver Hodge Education Building at 2500 N. Lincoln Blvd., Oklahoma City, OK. The overview materials were available for all attendees.

Members of the Steering Committee present:

Joy Hofmeister, Superintendent of Public Instruction
Amy Ford, Chair of the Steering Committee
Glen Johnson, Chancellor of Higher Education
Cindy Koss, Deputy State Superintendent, Academic Affairs
Don Raleigh, Superintendent of Pryor Public Schools (Conference Call)
Barbara Bayless, Educator
Elaine Hutchison, Educator (Conference Call)
Mautra Jones, Parent Representative (Conference Call)
Marcie Mack, Oklahoma Dept. of Career and Technology Education (Conference Call)

Members of the Steering Committee not present:

Gen. Lee Baxter, State Board of Education
Deby Snodgrass, Secretary of Commerce and Tourism

Also present:

Bill Radke, Executive Director

Opening Remarks:

Ms. Amy Ford called the meeting to order and welcomed everyone in attendance and by phone conferencing. She called attention to the agenda and opened the floor to Dr. Radke.

Dr. Radke addressed the agenda items then shared the purpose for the day would be to go through the standard's writing process and timeline. The standard's process began in mid-February. The Steering Committee listened to three National speakers. Thereafter, they began sorting out the process that would lay the foundation for constructing Oklahoma's new Math and English Language Arts standards. Dr. Radke had extracted several documents but the main document for discussion was the Timeline. Through power point, he pointed out the guiding processes which would eventually be given to the delegated writing teams and co-chairs.

He delineated things still under DRAFT stage and awaiting board approval. Thus far, much communication had been done through email by the steering committee members. Nevertheless, the process structure and guiding assumptions were established but yet to be approved. The first step in the process was to select the writing teams' higher education and co-chair leaders. The best person to assume that task would be Chancellor Johnson. In keeping with the tight timeline, April was the target month to have established both Math and ELA writing teams. Selection process of team members would look something like this:

- (1) higher education and (1) K-12 co-chair
- K-12 teachers, administrators, grade level content specialists, post-secondary educators, and assessment experts

There are questions about including test assessment consultants, (those that write and market test) as team members. One or two scribes would also be including on each team. Once writing teams are established by April, they have a timeframe of roughly 60 days to complete the first draft of standards. In hopes of first draft's completion by early June, the first review of the draft would be done by those who were selected for standard's writing teams but not chosen and representatives from higher education, Career Tech and Commerce. The second draft review would target completion by July and be reviewed by nationally recognized educators known for their expertise in K-12 standards. Another possible venue of review would be a summer education conference hosted by OSDE in July.

Public feedback would begin August through September timeframe. Public comment is extremely important for a variety of reasons. Scheduled town hall meetings and online comments would provide public communication and ideas/suggestions for writing teams to consider for third draft preparation. The third to final draft should launch in October. From there, the drafts go to the Steering Committee for approval; then to the State Board of Education and Board of Higher Regents for approval; and, their final destination would be in the hands of the Legislators early February 2016. Dr. Radke ended his presentation of the tentative timeline and gave the floor back to Ms. Amy Ford.

Ms. Ford asked for comments from the committee regarding shared information. She commented on how very important the formations of the writing teams are and they deserve careful consideration. Let's not limit the number of team members but ensure that all content areas are covered.

Barbara Bayless stated that she agreed with Ms. Ford; all grades must be represented.

Superintendent asked where the parts were about division of grade bands in the document. Dr. Radke gave further clarification of grade band divisions in the guidelines assumption document. Superintendent further expounded on a feedback question from curriculum advisors through a consortium group from Oklahoma City and Tulsa area. She asked Dr. Koss to express their concern. The consortium group of Assistant Superintendents and Curriculum Directors that meet once per month recommended that the grade bands be divided into Pk-2, 3-5, 6-8, 9-12. Their recommendation was based on the fact of alignment for teacher certification. The correct divisions would support the teacher certification process.

Elaine Huchison paralleled the same concern. Teacher certifications for secondary math teachers had changed largely because math requirements had changed over the last two years. Grade bands must consider alignment of grade level content, especially for math.

Don Raleigh said to be watchful for connectivity of content from grade level to grade level. In past observations, there had been gaps or disconnects in grades 5-12.

Superintendent Hofmeister agreed with Elaine Hutchison and Don Raleigh in their assessments of grade band divisions. Maybe change the flow of things to address current academia requirements.

Ms. Amy Ford returned to the action of timeline – further clarification was needed from Dr. Radke. Since timeline is tight, he referenced support from Oklahoma State Department of Education concerning acquiring consultants and content experts as resources for the writing teams. Scribes would be available at town hall meetings and feedback sessions to report back to writing teams. In addition, streamlining of budget parameters and cost has to be taken into account. Dr. Radke stated that the original meeting presentation of speakers and committee comments from February 16-17 would be posted online.

Closing Remarks:

It was suggested that Levi Patrick and other OSDE staff possessed huge social media followings and can be used as an additional form of communication. Ms. Amy Ford asked for a motion to approve the consensus document to be submitted to the State Board of Education. Chancellor Johnson motioned for approval and Barbara Bayless second the motion; the document was approved. The next Steering Committee Meeting was scheduled for March 25, 2015 at 1pm.

Superintendent Hofmeister and Ms. Amy Ford thanked everyone for attending the meeting; meeting was adjourned.