



Foreign Language Content Standards Development Committee MEETING MINUTES

Monday, September 13, 2021 • 8:30 AM – 4:30 PM • Coteau Room A and B, State Capitol

Facilitator(s):

- Davonne Eldredge, Assistant Director of Academic Support, DPI
- Ann Ellefson, Director of Academic Support, DPI

Meeting Convened: 8:30 AM

Meeting Adjourned: 4:00 PM

Tuesday, September 14, 2021 • 8:30 AM - 4:00 PM • Coteau Room A and B, State Capitol

Facilitator(s):

- Davonne Eldredge, Assistant Director of Academic Support, DPI
- Ann Ellefson, Director of Academic Support, DPI

Meeting Convened: 8:30 AM

Meeting Adjourned: 4:15 PM

Attendance –Foreign Language Content Standards Development Committee Members

<input checked="" type="checkbox"/>	Abuhl, Laura	<input checked="" type="checkbox"/>	Mickelson, Cody
<input checked="" type="checkbox"/>	Cahoon, Daniel (Mon. only)	<input checked="" type="checkbox"/>	Parrill, Emily
<input checked="" type="checkbox"/>	Charlebois, Jill	<input checked="" type="checkbox"/>	Shining One Side, JT
<input checked="" type="checkbox"/>	Connell, Jodi	<input checked="" type="checkbox"/>	VanHatten, Jane
<input checked="" type="checkbox"/>	DeCoteau, Alex	<input checked="" type="checkbox"/>	Walker, Christina
<input checked="" type="checkbox"/>	Dvorak, Martina	<input checked="" type="checkbox"/>	Williams, Paula
<input checked="" type="checkbox"/>	Froelich, Kathryn	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Hibbs, Megan	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Martinez, Laine	<input type="checkbox"/>	

Attendance – NDDPI Staff Members

<input checked="" type="checkbox"/>	Eldredge, Davonne	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Ellefson, Ann	<input type="checkbox"/>	

Attendance – Guests

<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	

Foreign Language Content Standards Development Committee MEETING MINUTES

Day 1: September 13, 2021 Meeting Information	
Welcome	Facilitator: Davonne Eldredge
Ms. Davonne Eldredge welcomed the Foreign Language Content Standards Development Committee members back and expressed gratitude to the committee members for their service and committed support.	
Recap from July Meeting/September Meeting Preview	
Ms. Davonne Eldredge reviewed the feedback received and the results of the search for a review committee. Tasks for the September meetings were previewed. Tasks for these meetings include: <ul style="list-style-type: none"> • Identify talking points for Forward • Develop Introductory text • Determine if sections for Classical, American Sign and Indigenous Languages were needed and write content if needed • Determine if introductions would be needed for each goal area and write content if needed • Determine if a glossary or Appendix was needed and create if needed • Refine and edit the goals and standards • Identify the resources use to write the standards on the document • Double check the vertical and horizontal alignment of the standards <p>The committee decided they would not need the sections for Classical, American Sign and Indigenous Languages since the standards met the needs for these languages. The group also decided an Appendix would not be needed.</p>	
Task 1: Goal Introduction Development	
The committee decided to start with the development of goal area introductions. The committee broke into small groups to complete this task. Work developed was completed in the One Note document in the TEAMS file.	
Group Discussion on Goal Introductions	
The committee reorganized into different groups to share the goals created in each small group. These groups provided feedback that was then taken to the original groups for revision of the introductions.	
Large Group Review of Goal Introductions	
The large group convened to review the goal introductions and make revisions. They then discussed the formatting of the group introductions within the standards document. The committee voted to accept the goal introductions.	
Task 2: Research Introductory Information	
The committee broke into small groups research introductory information and brainstorm potential topics to be included.	
Reflections on Day 1 and Planning for Day 2	
The ideas brainstormed were organized into categories. The categories represented the sections of the introduction which would be written the following day. Work complete was summarized and the tasks remaining for day two were previewed.	

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Day 2: September 14, 2021 Meeting Information	
Welcome Back, Announcements	Facilitator: Davonne Eldredge
Ms. Eldredge welcomed the group back and previewed the agenda for the day outlining the tasks which needed to be completed.	
Task 3: Review of Standards	
Informal feedback had been received by committee members on the first draft of the standards. The committee reviewed the feedback and adjusted the standards based on the information received.	
Task 4: Development of Introduction and Glossary	
The committee broke into groups to work on the development of the introduction and glossary. Each group took one section for which text was developed. Drafts of content were placed in a One Note file within TEAMS.	
Task 4: Large Group Review and Organization of Introductory Content and Glossary	
The large group convened to review the introduction and revise the content written. The group also organized the sections within the standards document. Work was recorded on the Standards Document Mark-up within the TEAMS file. The committee voted to accept the introduction.	
Task 5: Draft Forward Talking Points, Check Standards Alignment, Document Resources	
The committee broke into small groups to divide these tasks. Each group recorded their work in TEAMS on the One Note or Standards Mark-up.	
Large Group Review of Work Completed	
The large group convened to review the resources identified and voted to accept the list for the document. They reviewed the talking points and voted to accept them. The group identified an alignment concern that they revised. The committee voted to accept the second draft of the standards and move it to public comment.	
Reflections on Day 2 and Planning for September Meeting	
Ms. Eldredge reviewed the progress the committee made in completing the tasks assigned during the two days. Members were thanked for their hard work during this process. The review process was previewed, and the role of the review committee was outlined. The committee was told that the standards writing work would continue in November with a review of the feedback received and potential edits based on that feedback. Meeting adjourned at 4:15 PM.	

Next Meeting
Date: November 17, 2021
Location: Room TBD, State Capitol, Bismarck
Time: 8:00 AM – 4:00 PM