



Iowa 21st Century Community Learning Centers

Program Support Committee

Meeting Minutes

December 16, 2020

Join by phone: 1-515-604-9985, passcode 123766

COMMITTEE MISSION: This committee keeps current with out-of-school time best practices and develops guides and essentially serves as a community of practice on high-quality out-of-school time.

2020 Goals:

ROSTER

NAME	SITE/SCHOOL	MARK FOR ATTENDANCE
Taylor Noel	St. Mark Youth Enrichment	X
Tasia McCloskey	Iowa City Schools	X
Shaney Ford	Davenport School District	X
Julie Fetters	Des Moines Schools	
Cassie Gerst	Burlington Schools	X
Abby Kempema	SHIP	X
Ron Paar	St. Mark Youth Enrichment	X
Amanda Avenarius	St. Mark Youth Enrichment	X
Stephanie Stulken	Kids on Course	
Aspen Kouri	Council Bluffs	
Madison Gaffney	Boys & Girls Clubs of the Cedar Valley	X
James Lee III	Boys & Girls Clubs of the Cedar Valley	
Sally Diehl	Des Moines Schools	
Kristina Cox	Boys & Girls Clubs of Central Iowa	

AGENDA ITEMS

Agenda Item	Notes
Review whirlwind (Covid 19): school year, pivoting from virtual to in-person and vice-versa	St. Mark was anticipating an increase in COVID-19 numbers after Thanksgiving and Christmas, so they decided to switch to virtual programming until January

11th. Davenport returned to in-person learning before their virtual waiver expired. Davenport reports that parents are choosing to keep their youth at home rather than sending them to school or program. Program attendance is down for programs across the board. Davenport found that youth were not attending virtual program because they were fatigued after being on their screens all day for the school day. St. Mark also shared that they have pivoted away from virtual engagement to focus more on activity bags with printed out instructions. St. Mark is also doing a drive-by holiday party. Davenport shared that their program is focusing on family support because of job loss and food insecurity, so they have been doing many home visits. St. Mark shared that they are doing similar things and is also working with local churches to get food delivered to families. Cassie shared that Burlington has also returned to in-person this week, but when they were 100% virtual, they trained staff on virtual facilitation and paid for MindWorks kits for youth to do weekly with show and tell on Fridays. The youth have really engaged with these activities because they are hands-on, fun, and not mandatory. Burlington shared that their in-person numbers are low for the same reasons as Davenport. St. Mark has seen an increase in demand for in-person programming because families need child care so they can finish their work day. St. Mark is also planning on doing a mid-year orientation to reengage families and have a fresh start in the new year. Burlington does January PD every year regardless of COVID-19, however, schools are starting on January 4th, so they won't have time to do PD like they usually do. Instead, Burlington has created a Google Classroom for this PD. Burlington thinks that Google Classroom has been really effective for both staff and youth in their program. Ron asked the Committee if they have been focusing on self-care with their staff. Shaney shared that this is a focus in Davenport because everyone is on edge with the pandemic and all of the extra work that has to be done. The school district has implemented a Staff Shout-out program to highlight staff that are making a positive impact. Staff use Google Docs and tag their colleagues for shout-outs. Ron asked the Committee if their expenses have been affected by the changes in programming. St. Mark is spending more money on supplies because they are creating their individual activity bags for each youth. Iowa City shared that they are not doing as many enrichment activities this year because they are not allowed to bring in outside partners and attendance has been low. Davenport is experimenting with virtual enrichment by partnering with ISU Extension and Girl Scouts, and overall it is going well. Some weeks are more engaging for youth than others, though. St. Mark has been doing virtual enrichments, though not all of their partners are comfortable with it. Iowa City thanked committee members for sharing their ideas and explained that they would be trying to do the activity kits and inviting partners like ISU to do virtual

	enrichments. Ron suggested that members could create a spreadsheet with different ideas for engaging youth and staff in the new year. Committee members thought this would be a good plan forward.
Put ideas/questions about SEL, field trips, collecting frontline feedback, and the partner list in a Google Sheet	Ideas will be tracked in between the bimonthly meetings.
New meeting time	Ron and Taylor will have a different schedule for the new calendar year, so the committee will need to reschedule the recurring meeting time. Ron has sent out a survey for committee members to indicate their availability: https://docs.google.com/forms/d/e/1FAIpQLSekdzNAzdEKBHHfoDx1Fk-droZrb4IXt_rYV_DE5OJwESyCnw/viewform?vc=0&c=0&w=1&flr=0 . Once a date is selected, Britney will send out a calendar invitation to the Committee.

WORK PLAN

Deadline	Activity	Who's Responsible	Outcome Expected	Notes for Implementation
12/23	Complete survey to find new meeting date	All	A new meeting date will be selected for 2021	https://docs.google.com/forms/d/e/1FAIpQLSekdzNAzdEKBHHfoDx1Fk-droZrb4IXt_rYV_DE5OJwESyCnw/viewform?vc=0&c=0&w=1&flr=0
12/31	Spreadsheet with ideas for engaging youth	All	Ideas to share out with the grantee network	Ron will create the spreadsheet and share out for Committee members to populate.

Next Meeting: February, 17th 2021 (subject to change)

(This committee meets 3rd Wednesday e/o month)

ADJOURN