**Iowa 21st Century Community Learning Centers**

**Professional Development Committee**

***Meeting Agenda***

February 5 2021

9:00 – 10:00 a.m.

1-515-604-9985 passcode 123766

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**COMMITTEE MISSION:** This committee provides input and assists with outreach and professional development activities, such as the coordination of the spring annual out-of-school time conference, as well as the regional summer and fall workshops for the 21CCLC network and other out-of-school time providers.​

**2020-2021 COMMITTEE GOALS:**

1. To develop and implement a component of the Impact Afterschool Conference to highlight the network’s accomplishments through an Iowa Best Practices Day (Lightning Sessions during Impact).
2. Encourage and support presentations from Iowa programs at national professional development offerings.

**ROSTER**

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| NAME | SITE/SCHOOL | MARK FOR ATTENDANCE |
| Heidi Brown | Des Moines Schools | X |
| Barb Schmitz | Oelwein |  |
| Billy Stone | Oakridge | X |
| Janay Jones | Iowa City Schools |  |
| Allison Fuhrmeister | Iowa City Schools (Neighborhood Centers of Johnson Co.) |  |
| Jane Bishop | DMPS | X |
| John Spinks | Oakridge | x |
| Jennifer Watkins | Bettendorf Schools |  |
| Sierra Whitlock | SHIP |  |
| Nikki Clausen | Council Bluffs | X |
| Sally Diehl | DMPS |  |
| Cassie Gerst | Burlington Schools | X |
| Dave Welter | Cedar Falls |  |
| Additional Guests: | Emilee Harris | X |

**AGENDA ITEMS**

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| **Agenda Item** | **Notes** |
| PD Template Trend Data | The template can be found here: <https://www.iowa21cclc.com/grant-info>  Categories are as follows:   * Required (Bloodborne Pathogens, CPR, District/site requirements etc.) * Committee Participation * Statewide PD (Impact, workshops) * SEL/Whole Child * Family Engagement * Academic * Enrichment * State PD from other provides (ex. DHS, CCR&R) * Out of State   Trends from the compilation of reports in the fall of 2020 show that areas of need include:   * Family Engagement * Academics * Enrichment   Additionally, training requests from Impact surveys indicate the following areas of need:   * Children’s behavior issues. * Children’s mental health * STEM offerings that are not supply intensive and/or expensive * Programming for older youth * More management-level offerings * Trauma * Parent communication\*   \*Update from work by the Family Engagement Committee. Positive and flexible parent communication is a goal of the FEC so they would like to work with the PD Committee to identify a training that can be used as a way to promote family engagement to help fill this gap.  Cassie – quarterly submissions result in better data. Unsure of where we report this out though. Attendance at Impact or BPW are lumped into State PD. Should we consider reclassifying into the appropriate category? More guidance is needed for this. Crystal will follow up with Vic and we will communicate this with the committee and then network. |
| East and West Workshops (formerly Institutes) | Determine dates/times/duration for these workshops.   * You 4 Youth * EVERFI * ORID * Diversity, Equity and Inclusion   Committee discussed the idea of identifying a day in late March or early April to hold a 3-4 hour Workshop. The committee suggested that Tuesdays might be a good day with a 10:00 start time. We would build in a short break for people to grab lunch and then rejoin for a working lunch sessions. This first workshop would include an hourly line-up of breakout sessions that would focus on EVERFI, ORID and Diversity, Equity and Inclusion. See the notes below on what each of these has to offer. The committee agreed that the convenience of these online shorter sessions would allow for more to attend (especially part-time staff) as it is easier to block out a few hours of time versus a whole day. Heidi reminded the group to avoid spring break as this would likely mean full-day programming for some sites.  We would then have another 3-4 hour offering in June after school is dismissed but before summer programming starts to have You 4 Youth present on a topic that might help fill a gap in PD offerings as was identified by the trend data. John reminded us that we will need to consider the timing of summer programming with this workshop as it could have a major effect on attendance.  The Committee also discussed cost of PD. They would like Crystal to follow up with Vic regarding the ability to roll over PD money as the pandemic has resulted in great virtual opportunities but these come at low or no cost in some circumstances. Cassie also suggested that we consider charging for the spring and summer workshops, recording them and making them available to those who have paid registrations. Crystal wasn’t sure how Vic would feel about this, but will follow up. If sites are unable to roll over PD funds and/or if we are unable to charge for the workshops, we will need to consider bringing in a speaker to help spend down that money.  Cassie – Racial Equity 10 hour facilitation series that she’s participating in. (Paul Gorsky – Equity Literacy Institute)  Description summary of March/April presentations:  EVERFI – free online computer programming for kids. Every 1-2 months a new listing of courses for all grades is released. Ex. Compassion Project for 1st-3rd graders. You can build a folder with your course selection complete with descriptions and learning goals (meets Iowa Standards and is trackable for data progress). You then invite your kids to join the link by establishing dates, times, etc. Very interactive platform (Q&A, videos, short quizzes, etc.).  ORID – facilitation framework with focused conversation to reach agreement or clarify stances (based on the book *The Art of Focused Conversation*). Uses data to deal with emotional responses and supports viewpoints. Stands for: Objective, Reflective, Interpretive, and Decisional. Can be a very useful method that applies structures to a thinking process that validates emotional response. Great option for PD for management and staff to “know how to facilitate a conversation.” Local trainer – Jennifer from Burlington.  Diversity, Equity and Inclusion – Crystal shared that the IAA has identified the need to address and support DEI across the state and will be putting together a series of trainings featuring lowa presenters who will address an Iowa approach using Iowa resources when possible. DEI will be open to all OST programs in the state (as the Alliance serves all out-of-school time programs in addition to a focus on 21CCLC) and will also include a series looking into these concepts on a deeper level. |
| Impact 2021 | When do we want to host this conference?   * Pros and cons to dates (spring vs. fall) * Hybrid model conference? * Timeline/Save the Date * Speaker line up   The Committee liked the idea of a spring, summer, fall lineup in which the shorter 3-4 workshops would be held in spring and early summer followed by Impact in the fall to help start the school year off to a great start. Crystal asked the committee to consider any overlap with existing/established conferences so September was suggested to avoid the conference-heavy month of October.  Depending on the progress with vaccinations, in-person is a possibility, however a hybrid approach is probably the way to go as this will allow us to meet the needs of attendees at all levels.  Crystal will put together a proposed timeline based on a September Impact conference and will submit to the Committee. If you have ideas for keynote speaker(s), workshops, and other supports, please email those to her. |
| General reminders | A+ Afterschool Award – please nominate your program stars for this recognition!  URL Reminders – a reminder from Vic to make sure you have shared your Local Evaluation URL where we should also be able to find past Evaluation documents from all the years of your grant. |
| Successes/Barriers and General Sharing | Due to time constraints, we did not have time to share individual successes or barriers but Cassie offered the reminder to all to keep up the positive vibes as best you can and remember self-care is important. |
| Remote/Virtual PD Opportunities | * ORID for best practice webinar * Developmental Relationships for best practice webinar * Conscious Discipline on child behaviors (Velda McKenzie) and Trauma-specific CD tools * Children's Mental Health - CMH Collaborative * The next STEM series PD offering is February 17 at 9:00 and will focus on how to incorporate a peer role modeling component into your STEM program. |

**WORK PLAN**

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| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
| Mid-February | Identification and outline of a late March/early April date for the spring workshop | Crystal | She will send the outline to the committee for approval. |  |
| Late February | General timeline for the Impact Conference to be held in September of 2021 | Crystal | She will send a timeline to the committee with proposed dates for the Save the Date, Call for Presenters, and Conference Dates |  |
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**NEXT MEETING DATE: April 2, 2021**

**ADJOURN**