**Iowa 21st Century Community Learning Centers**

**Family Engagement Committee**

***Meeting Notes***

November 17, 2021

10:00am

Join by Zoom:

Join Zoom Meeting

<https://zoom.us/j/98261573186?pwd=NnBWWHlWRVQxRElvSGRZQmdrZnNTQT09>

Meeting ID: 982 6157 3186

Passcode: 514050

*Please mute your laptop/phones as to reduce background noise.*

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**COMMITTEE MISSION:** This committee focuses on strategies for family engagement, including identifying and sharing of best practices.

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**2021-2022 COMMITTEE GOALS:**

* Social/Emotional Support. How to best support families going through trauma.
* Communicate to parents in a more personal manner the facts that the out of school time program is designed to be safe, interactive, and meeting their needs as a student and as a family.
* Ideas for engaging families virtually and in-person in a fun and interactive way.
* Revisit and edit or update the Family Engagement Guide to include an expectation section on what the committee can do for you, what is expected of you, and immediate guidance and support.

**ROSTER**

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| NAME | SITE/SCHOOL | MARK FOR ATTENDANCE |
| Barb Schmitz | Oelwein CSD |  |
| Billy Stone | Oakridge Neighborhood Services |  |
| Dema Abussaf | South Union |  |
| Chris Hoover | Maquoketa CSD | E |
| Christine Carlson | Storm Lake CSD |  |
| John Spinks | Oakridge Neighborhood | X |
| Fiona Top | Burlington CSD | X |
| Kate Stockstell | Hamburg CSD |  |
| Linda Phillips | Des Moines Public Schools | x |
| Megan Bogdan | YouthPort/Tanager Place – Cedar Rapids |  |
| Nikki Clausen | Council Bluffs CSD |  |
| Megan Kruse | Council Bluff CSD | x |
| Sam Graeve | Audubon CSD |  |
| Stephanie Shavers | Operation Threshold – Waterloo |  |
| Virginia Kurth | Allamakee CSD |  |
| Bobbie Jo Sheridan | DMPS |  |
| Melissa Williams | DMPS | x |
| Tricia Anderson | North Fayette | x |
| Shaney Ford | Davenport CSD | X |
| Vic Jaras | Iowa Department of Education | X |
| Crystal Hall | IAA | X |
| McKenzie Kielman and Emmanuela Noi | SPPG | X |

**AGENDA ITEMS**

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| **Agenda Item** | **Notes** |
| Partnering with Title 1 | *Review of fall activities related to family engagement and discuss how to partner with Title I to create Family Engagement events that meet the requirements for both funding sources*  A reminder that Title 1 funds can pair with 21CCLC funds. By partnering with your Title 1 programs, you can share in the event, share costs, and share expertise. Title 1 funds can also be partnered with 21CCLC for summer school. The best way to do this is to expand the number of days provided to youth. Davenport uses their combined approach to offer a full day program in the summer which makes things easier for parents who are working. Title 1 offers the strong academic component and then 21st Century picks up the enrichment and activity portion. This is a little more complicated as you need to ensure proper timesheet tracking.  Title 1 is also required to offer family engagement. One event can therefore check off both boxes for both groups. By pairing with an event that is already happening, you can increase your attendance. This also is respectful of a family’s needs and schedules.  Linda from DMPS Riverwoods shared that they did a “Fall Back into Good Habits” event in partnership with their school. This event was outdoors, included a passport activity, etc.  John from Oakridge shared that while they have not partnered with a school’s Title 1 program, they still partner with those schools for other supports. An example of this was when they provided space on the Oakridge campus for families with mobility issues. The onset of COVID has shut down some of these partnerships, but they are dedicated to engaging families. They have recently done a roll out of SEL programming and a fall festival. Families are encouraged with messaging of “when your kids come, you come.” Oakridge is also partnering with various churches to put together 75 Thanksgiving boxes and has a clothing closet open. WIC also holds office hours on Oakridge’s campus. By hosting onsite, they can eliminate or reduce barriers for language, mobility, and transportation.  Davenport also has onsite food pantries which can be a great way of engaging with families on a regular basis. Some of their most successful family engagement comes from the bridges built during these discussions. An example of this is when ISU Extension and Outreach comes and teaches cooking classes during food pantry nights. |
| Review of Communication Tools | The IAA will put together a Google doc based on feedback from the committee that will be posted on the website and shared with the network. Shaney and Crystal will work on this together and will share a draft with the committee before posting live. |
| Review Family Engagement Guide |  |
| Family Engagement Ideas, Tips, Suggestions | *We can also designate a few minutes at the end of each meeting to present on a topic. We can also develop a Google drive in which to house these materials. Shaney suggested that this committee create a list of virtual family engagement activities that could be shared with the network. The Committee agreed with this idea.*  Reach out to your Title 1 coordinator to partner!  By bringing families to you, you can eliminate barriers of transportation, time, resources, etc.  Consider including your partners in your family events. They have families too and it can be a great thank you. |
| Recent successes/stories/highlights and obstacles/barriers to success | Council Bluffs has an upcoming event on November 30 which will be a night at the museum. They will also host a take-home cookie decorating event a week before winter break. These were also handed out to partners as a thank you gift.  North Fayette will be sending home the Stone Soup in a Bag activity next week for Thanksgiving. This was a lessons learned from the presentation at the Impact Afterschool Conference. |
| Other/Open Agenda/Updates | *Shaney asked if we could put together an ad hoc committee for staff shortage and stabilization issues. The Committee thought this was a good idea, and Vic suggested that we facilitate this at Impact. The IAA will work together to coordinate this opportunity.*  Shaney asked for follow up from the committee in regards to the staffing discussion from the September meeting.  John shared that Oakridge staff are focusing on self-care. Some are still struggling and several are experiencing burn-out.  Crystal shared out a few highlights from a Jobs Outlook webinar hosted by the Business Journal.   * Be competitive as possible. This means pay but it also means other components. * Career Pathways – show them how they can use your program to get to where they want to go in their career path. * Culture – what makes your program great? Flexibility – can you work with a person who can only give you 2 days vs. 5? What are your community/school/site assets? So many employers are moving towards a “gig work” mentality. This is when a person works for you for a short amount of time on a specific project. This may hopefully lead to additional employment and/or full time positions.   Shaney is using the “give a day” model in which she and/or other administrators fill in for an exhausted staff.  John is using high schoolers from their summer career program to fill in. |
| POSTPONED:  Support to Families: Partnership/presentation from ISU Extension and Outreach | *Iowa State University Extension & Outreach has an SEL module that provides steps on how to provide support to families in navigating the support systems they need. Shaney asked if the Committee would be interested in having an agency like ISU Extension & Outreach come to our next committee meeting to share more about what they do and then share that information with the entire network. The Committee agreed with this idea.* |

**WORK PLAN**

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| --- | --- | --- | --- | --- |
| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
| December | Crystal will send out January through June calendar invitations for these committee meetings | Crystal |  |  |
| December | Shaney will share the Zoom link with ISUEO for the January call | Shaney |  |  |
| January | Shaney and Crystal will continue to work on the Google doc and the Family Engagement Guide to share out with the rest of the committee | Shaney and Crystal |  |  |

**NEXT MEETING DATE: January 19, 2022 at 10am.**

**ADJOURN**