



**Iowa 21st Century Community Learning Centers
Evaluation and Sustainability Committee**

Meeting Notes

April 6, 2021

9:00AM

Zoom

COMMITTEE MISSION: This committee provides insight on state evaluation and resources around evaluation for programs and resources for sustainability. The committee reviews out-of-school time data, such as the annual Statewide Afterschool Report and provides input on the statewide survey for local 21CCLC programs.

2020-2021 COMMITTEE GOALS:

ROSTER

NAME	SITE/SCHOOL	MARK FOR ATTENDANCE
Kaitlin Schmidt	St. Mark Youth Enrichment	X
Amy Minter	Iowa City Schools	X
Dom Shirley	Des Moines Schools	
Chuck Bengel	Fairfield Schools	
Loras Osterhaus	Clinton Schools	X
Beth Christoffer	Allamakee Schools	X
Elana Zalar	Council Bluffs Schools	X
Lynn Redenbaugh	Storm Lake Schools	
Jenna Andrews	SHIP	X
Amy Whittington	Central Decatur Schools	X
Jennifer Watkins	Bettendorf Schools	X
Shaney Ford	Davenport Schools	
Lisa Stevenson	Marshalltown Schools/MICA	
Billy Stone	Oakridge Neighborhood Services	X
Jenny Becker	Kids on Course	X
Colleen Gould	Bettendorf Schools	
Nikki Clausen	Council Bluffs Schools	X

AGENDA ITEMS

Agenda Item	Notes
Update on evaluation budget category	Kaitlin reviewed the guidance that Vic shared at the Directors Meeting. Time for gathering data to send to the

	<p>local evaluators can now be charged to the materials and supplies budget in the evaluation category.</p>
<p>Data sharing agreements & FERPA</p>	<p>Kaitlin shared the Data Sharing Agreement Template that the IAA drafted and asked for feedback. Kaitlin also shared guidance on 21CCLC and FERPA that Vic provided. Vic suggested including some of this information on FERPA in the template. Kaitlin suggested attaching this guidance as a second page to the template. Vic agreed and thought that it would be good to put this on department letterhead as well. The IAA will work on compiling these documents and share them out to the network and post on website.</p>
<p>New GPRA Measures</p>	<p>Kaitlin shared the old data collection template and discussed potential updates. Vic asked if this tool could be shared with Ron and Rusty—Kaitlin will send it over to them. Crystal explained that this template is useful, especially for new grantees to help them keep track of all the data requirements across the grant. Allamakee also shared that the tool is really helpful for them to collect the data they need to make it easy to input into they system. Kaitlin will work on drafting updates to the collection template for feedback from the Committee.</p> <p>Vic explained that attendance will be tracked by hours instead of days now, and the feds have created several different hourly increments for reporting. Vic shared guidance on how to convert days to hours, so that grantees should not have to necessarily change how they are tracking attendance data, just how they are reporting it.</p> <p>Training will be provided on how to implement the new GPRA measures. Vic reviewed the slides on the GPRA measures that were originally shared at the Directors Meeting. Vic reminded the grantees that they will start collecting the new GPRA this summer even though they will be reporting the old GPRA. Council Bluffs asked if all of the data would be disaggregated by the number of hours that students attend, and Vic shared that that would not be a requirement. Kaitlin asked how the new teacher/staff survey would be adapted. Vic explained that this Committee could look at the teacher survey and make adjustments or that Vic could share what other states are</p>

	using. Ron asked for clarification that academic teachers would not be surveyed and that surveys would only go to 21CCLC staff, and Vic clarified that this is correct.
Other	Kaitlin shared that the Committee was planning on doing a couple sessions on evaluation for the Impact Conference in 2020 until COVID changed plans. Kaitlin asked if the Committee was still interested in this. Crystal shared that the conference will be held September 22-24, and tentatively held in person. Crystal explained that the 23 rd will be reserved for more traditional sessions for 1.5 hours each and the 24 th will be reserved for lightning sessions which are 1 hour sessions dedicated to best practices. Kaitlin reminded the group that originally the Committee was going to do a session on evaluation best practices more broadly and that might still be a beneficial approach with some information on GPRA added. This can be discussed more in-depth at the next Committee meeting.

WORK PLAN

Deadline	Activity	Who's Responsible	Outcome Expected	Notes for Implementation
4/30	Finalize Data Sharing Agreement Template	IAA/Vic	Data Sharing Agreement Template will be finalized and shared with the network.	
6/1	Draft updates to the Data Collection Template	Kaitlin	Draft available for the Committee to provide feedback to	

NEXT MEETING DATE: June 1, 2021

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