**Iowa 21st Century Community Learning Centers**

**New Grantee and Staff Transition Committee**

***Meeting Agenda and Notes***

September 11, 2024

 10:00 am

Join Zoom Meeting

<https://us06web.zoom.us/j/91999007996?pwd=TytSNkdtOWhBajh4QUtwRllYNDNVUT09>

Meeting ID: 919 9900 7996 | Passcode: 667606

**COMMITTEE MISSION:** This committee works to support sites in the first year of their grant as well as sites who have experienced staff transition. The overarching goal is to provide guidance and support for the main concepts of the grant including compliance, recruitment, retention, reporting, and other documentation.

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**2024-2025 COMMITTEE GOALS:**

* Meet every month.
* Answer questions in real time.
* Share successes/resources with all.

**ROSTER**

|  |  |  |
| --- | --- | --- |
| NAME | SITE/SCHOOL | MARK FOR ATTENDACE  |
| A.J. Salinas  | BGCCI |  |
| Andrea Reuter  | Easton Valley |  |
| Briana Ingwersen  | Youth Port |  |
| Bryan Burton | Cedar Valley |  |
| Catherine Wedemeier | Oelwein |  |
| Elana Zalar | CBCSD |  |
| J. Maloney  | Dubuque |  |
| Jessica Walter | CBCSD |  |
| Karla Hogan  | Cedar Rapids |  |
| Keely Schaftner | Fort Madison |  |
| Molly Jones | Clinton Community School District  |  |
| Stacy Marcus  | Maquoketa Schools  |  |
| Wesley McGraw  | Central Lee |  |
| Tricia Anderson | North Fayette Valley  |  |
| Vic Jaras  | Iowa Department of Education |  |
| Kathleen Pfannebecker | Des Moines Public Schools |  |
| Megan True | Des Moines Public Schools |  |
| Wesley Bradley | Des Moines Public Schools |  |

**AGENDA ITEMS**

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| --- | --- |
| **Agenda Item** |  |
| Camera On Please! 😊  |  |
| Afterschool in a Box Toolkit – Downloadable Templates  | Volunteer Handbook Download (pg. 53, Afterschool in a Box) : [Volunteer Handbook Template](https://d4a50dae-e8ad-4eaf-8698-aea6b5c4afd9.filesusr.com/ugd/1b1b6d_584ec6a435fe4b509800990dc6a81012.docx?dn=Volunteer%20Handbook%20-%20TEMPLATE.docx)Parent Handbook Download (pg. 49, Afterschool in a Box) : [Parent Handbook Template](https://d4a50dae-e8ad-4eaf-8698-aea6b5c4afd9.filesusr.com/ugd/1b1b6d_d82b606c7fe04b7281e9d6cfbb0a0e5c.docx?dn=Parent%20Handbook%20TEMPLATE.docx)Employee Handbook Templates from Workable (page 43 Afterschool in A Box) |
| Recruitment and Retention of staff and volunteers | Page 107 – Afterschool in a Box Toolkit[Additional Resources (iowaafterschoolalliance.org)](https://www.iowaafterschoolalliance.org/additional-resources)Contact PTA’sLocal ChurchesStaff, Teachers, HS StudentsCollege StudentsRetirees and Seniors |
| Professional Development Template – Due 9/30 |  [Grant Info | Iowa 21st Century Co (iowa21cclc.com)](https://www.iowa21cclc.com/grant-info) |
| Community Partner Template – Due 9/30 | [Grant Info | Iowa 21st Century Co (iowa21cclc.com)](https://www.iowa21cclc.com/grant-info) |
| Sustainability Template | [Grant Info | Iowa 21st Century Co (iowa21cclc.com)](https://www.iowa21cclc.com/grant-info) |
|  |  |
| Impact Afterschool Conference – Sept 26-27[Impact Afterschool Conference | IAA (iowaafterschoolalliance.org)](https://www.iowaafterschoolalliance.org/impact-afterschool-conference) |  |
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**WORK PLAN**

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| --- | --- | --- | --- | --- |
| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
|  |  |  |  |  |

**NEXT MEETING DATE – October 16, 2024**

**ADJOURN**