



Iowa 21<sup>st</sup> Century Community Learning Centers  
 Program Support Committee  
 Meeting Notes  
 June 17, 2020

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

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 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	
Sylvia Bright	Des Moines Schools	
Yvette Sanchez	Des Moines Schools	
Julie Fetters	Des Moines Schools	X
Aileen Hunnell	Des Moines Schools	
Cassie Gerst	Burlington Schools	X
Darcie Capo	Council Bluffs Schools	
Barb Schmitz	Oelwein Schools	
Abby Kempema	SHIP	
Diana DeAnda	SHIP	
Ron Paar	St. Mark Youth Enrichment	X
Amanda Avenarius	St. Mark Youth Enrichment	X
Stephanie Stulken	Kids on Course	X
Bryan Burton	Boys and Girls Club of Cedar Valley	X

AGENDA ITEMS

Agenda Item	Notes
Review whirlwind (Covid 19): summer and prepping for school year	Ron asked the group about the challenges they have been running into because of COVID-19. Many Committee members shared that the biggest challenge is the unknown for how programming will look during the school year whether it will be in-person, virtual, or hybrid. Many school districts are making their decisions by July 1. Cassie shared that she has been involved in Burlington's Return to Learn Plan and she created a task force for afterschool that includes principals, parents, staff, community partners, and others. This task force is meeting weekly to discuss the three different plans for programming during the school year (in-person, virtual, hybrid). Cassie will share the agenda/outline she has been using for this task force. Vic shared that this would be a good best practice to share with all grantees. Cassie also shared that there are a lot of organizations that have developed virtual/at-home programming for youth to do from home (MindWorks, StemFinity, Girl Scouts, Boy Scouts, etc.) and she will be working with local funders to try to purchase

	<p>some of these items. Kids on Course has been focusing on the essential needs of the youth they serve this summer. They have taken over the grab and go meal program to serve over 60,000 meals in the past two weeks. They are also using this opportunity to give out journals and pencils, sidewalk chalk, and math games. They have also partnered with the local United Way to target the most at-risk youth to receive books. They're also looking at ways to keep these kids connected over the summer through yoga outside or other distanced activities. St. Mark also prepared activity bags to hand out at the grab and go meal sites. Boys and Girls Clubs of Cedar Valley also delivered meals to the youth they serve, approximately 200. They have reopened, but several youth have not returned to Club, so they have continued to deliver meals on a limited basis. They are struggling with convincing parents that it is safe for their youth to return to program. Other programs are also having this problem. The Committee also discussed alternative ways to reach families. St. Mark set up a chalk challenge for parents to share on social media. Another idea was to create a Facebook group to do live games or events. Britney asked if any sites are having difficulty using school facilities. St. Mark and Boys and Girls Clubs of Cedar Valley have been working closely with their schools and do not foresee any problems. Cassie shared that she is working through sanitation procedures before and after programming and how transportation will work with social distancing on school busses. St. Mark shared that they will be taking temperatures at the door, rethinking how they do lines, and talking with youth about basic hygiene. Steph encouraged the group to type out their safety protocols and plan ahead for hand sanitizer, PPE, and thermometers. It is important for youth and families to see that the program is taking this seriously. All committee members are encouraged to share their COVID policy and procedures on the Google Sheet, so that other programs can borrow ideas and learn from one another. BGCCV shared that staggered starts will put increased staffing pressure on their program because the kids will need somewhere to go if they aren't able to be at school. Vic suggested that programs work closely with their school districts because they will receive a lot of money to support COVID-19 relief and these funds could be used to support OST programming as well. There are also other staffing concerns due to unemployment insurance paying more than \$10/hour and college students may not be returning to campus. The Committee will continue talking about challenges related to COVID-19 at future meetings.</p>
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. Ron will be adding a tab for COVID-19 policies and procedures to share as best practices.
Get feedback from program staff member that submits community partner information	<p>The IAA still needs feedback about turning the community partner form into a searchable database. Please share these questions with the staff member who inputs community partner information:</p> <ol style="list-style-type: none"> <li>1. Do we want a searchable database of community partners?</li> <li>2. What do you want to be able to search by? (region, topic, etc.)</li> <li>3. How do you want to input data? (we could create a form where programs input one partner at a time to automatically populate a database or we could improve the spreadsheet that we have used in the past and the IAA could manually input it into a database)</li> <li>4. Is it important to have the database be cumulative (keeping partners from all previous years or just the most recent. If we keep previous years, it will take more time on the back end to check for duplicates).</li> </ol>

WORK PLAN

Deadline	Activity	Who's Responsible	Outcome Expected	Notes for Implementation
Continuous	Upload COVID policies and procedures on Google Sheet	All	Grantee network will have policies and procedures to share and learn from during this fluid time for programs	<a href="https://docs.google.com/spreadsheets/d/1Ud5-7ptViB98AGpizdayEIKiOUULtr499xAhmYCKp4Y/edit#gid=2096779051">https://docs.google.com/spreadsheets/d/1Ud5-7ptViB98AGpizdayEIKiOUULtr499xAhmYCKp4Y/edit#gid=2096779051</a>

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Next Meeting: August 19th, 2020

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

ADJOURN