



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

Meeting Notes

October 6, 2020

9:00AM

Join by phone:

1-515-604-9985, passcode 123766

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	Maternity Leave
Amy Minter	Iowa City Schools	
Dom Shirley	Des Moines Schools	
Chuck Benge	Fairfield Schools	
Loras Osterhaus	Clinton Schools	X
Beth Christoffer	Allamakee Schools	X
Elana Zalar	Council Bluffs Schools	X
Lynn Redenbaugh	Storm Lake Schools	X
Jenna Andrews	SHIP	X
Amy Whittington	Central Decatur Schools	
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	

AGENDA ITEMS

Agenda Item	Notes
Contract Language for Local Evaluators	Beth Cristoffer and Jenny Watkins will be sending their local evaluation contracts to Britney for her to use to

	<p>create a template. Others can send their contracts to bsamuelson@sppg.com as well. Vic reminded committee members that one of the most important features of the contract is performance—making sure that the local evaluator does everything you need them to do and on time. Vic suggested to put a stipulation in the contract that the evaluator will not get paid completely until all of the data is complete. Vic also reminded that if evaluators do not have access to assessments because of COVID-19, they can use grades to determine if students have made improvements.</p>
APR Updated for COVID Impact	<p>Britney reminded the Committee that the APR system has been updated so programs can report on how COVID-19 may have affected their data.</p>
ERMS Update	<p>ERMS did not return their contract, so Vic had to put the evaluation services out for bid again. ERMS contacted Vic and they will be submitting a bid soon. Vic is hoping to have someone on board by the end of November to start analyzing the local evaluations that will be coming in.</p>
Resources from Vic	<ol style="list-style-type: none"> 1. Local Evaluation General Guidelines: https://educateiowa.gov/sites/files/ed/documents/LOCAL%20EVALUATION%20%20GENERAL%20GUIDELINES.pdf 2. Monitoring of Evaluation Guidance: https://educateiowa.gov/documents/title-programs/2018/09/monitoring-evaluation-guidance <p>This guidance should be referenced when creating contracts for local evaluators. Britney will incorporate this guidance in the template local evaluator contract.</p>
Other	<p>The statewide survey will be released in the next month or so. Stay tuned for more communications on this!</p>

WORK PLAN

Deadline	Activity	Who's Responsible	Outcome Expected	Notes for Implementation
December 1	Template Local Evaluator Contract	Britney	A template will be created that includes best practices for local evaluator contracts.	

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NEXT MEETING DATE: December 1st, 2020

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