21CCLC Directors Meeting **January 6, 2023**

**Presenters:** Vic Jarvis  
 Heidi Brown

**Attendees:**

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| Katie Boatright-Fairfield Community School District | Jacki Delaney Andrew Community School |
| Lynn Redenbaugh - Storm Lake CSD | Erin Brookshire Fort Dodge |
| Abby Kempema- Beyond the Bell- SHIP | Jessica Walter CBCSD |
| Megan Bogdan- YouthPort | Jason Allen |
| Andrea Reuter -Easton Valley CSD | AJ Salinas |
| Derek Loutsch - Kids on Course University, CRCSD | Catherine Wedemeier |
| Ariel DuPey Boys & Girls Club of Central Iowa | Elana |
| Amy Clair Iowa City | Cassie Gerst |
| Macie Huston - Boys & Girls Clubs of Central Iowa | Kaitlin Schmidt |
| Paul Hayes - Cedar Rapids Community Schools |  |

**Site Visits**: Schedule a time for site visit with Vic.   
Visits will include 11 page checklist.

Local evaluations: generate a list for local awards  
Required by the feds

**CASA** window open until 1/31/23  
Make sure amounts match. Totals must be the same.

**Annual survey** is open-Complete by 1/20/23  
something you want to have data ready for. Take up to 18-20 min if prepared.   
Same data from local eval and fed

Erin in Fort Dodge- do we still complete survey if its our first year and we have no data?

H: Yes, you will still need to complete the survey.

**APR**: window open and due Jan 31st.   
Required to completed. Will get cited for compliance if not complete by due date.  
Specific reports data person will need to complete   
Save reports for next 10 years.

**Professional Development:**   
National ESEA conference Feb 1-4 2023 https://www.eseanetwork.org/sched/E23/schedule Winter Conference Feb 9-12 2023 in Orlando Beyond School Hourshttps://foundationsinc.org/professional-learning/beyond-school-hours-conference/March 19-22 2023 Orlando FL -National Afterschool Foundationhttps://na.eventscloud.com/website/44218/home/ SUMMER INSTITUTE- This will be IN PERSON in New Orleans July 18-20 2023, more information to come. I would encourage you to attend, especially if you have additional funds since you CAN exceed 5% for professional development.

\*Send Vic an email with list of staff attending conference for approval.

**Carryover**: Schedule meeting with Vic to discuss strategies to reduce carryover.

**Fees**: Guidance to come from Vic regarding blanket requests.   
Amy Clair- when does this go into effect and can you share this document?  
Vic: will be putting something together and will contacts feds for more date clarification.

Best practice example: Cedar Rapids

Next Meeting: February 24, 2023

**Questions:**

Catherine Wedemeier- What does OSTCP stand for?

Out of School Time Career Pathways  
Grant awarded to High Schools career readiness. Starting year 3, Jan 10th.

Amy Clair: 10-year term ending  
Vic: Increase community partners in Iowa City

Vic: Anyone struggling with staff?  
Erin: being able to maintain ratio levels in fort dodge helps with staff  
Cassie Gerst: In Burlington, our staffing has improved. We have more applicants; retention has improved, and we have support staff in place to float between buildings.

Jason Allen: I would appreciate learning more about different staffing models from the programs. Specifically, at the sites.

Cassie Gest: In Burlington at a site: we have one person who works in the Office who is responsible for phones, parent pick up, attendance. We have one Support Staff person who is responsible at the site level for handling behaviors, support for students, and support for staff. Then we have the classroom lead staff who will lead the lessons and be the main "teacher" for that grade/class. Then we have additional staff to assist in the classrooms as the helper.