**Iowa 21st Century Community Learning Centers**

**Family Engagement Committee**

***Meeting Agenda***

January 15, 2020 – RESCHEDULED TO FEBRUARY 5

10:00am

Join by phone:

1-515-604-9985, passcode 123766

*Please mute your phones as to reduce background noise.*

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**COMMITTEE MISSION:** This committee focuses on strategies for family engagement, including identifying and sharing of best practices.

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**2019-2020 COMMITTEE GOALS:**

* Meet every other month.
* Share insights, successes, and resources with each other.
* Have 50% of your enrolled attendees’ families attend your engagement events.

**ROSTER**

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| NAME | SITE/SCHOOL | MARK FOR ATTENDANCE |
| Amy McDonough | St. Mark’s Youth Enrichment | X |
| Barb Schmitz | Oelwein CSD | X |
| Cassandra Wood | Cedar Rapids CSD |  |
| Chris Hoover | Maquoketa CSD | x |
| Christine Carlson | Storm Lake CSD | x |
| Clarissa Thompson | MICA |  |
| Jessica Apetiza | SHIP/Beyond the Bell |  |
| Danielle Ruby | Des Moines Public Schools | X |
| Diana DeAnda | SHIP/Beyond the Bell |  |
| Jaquanda Franklin | Neighborhood Centers of Johnson Co. |  |
| John Spinks | Oakridge Neighborhood | X |
| Joni James | Burlington CSD | X |
| Kate Stockstell | Hamburg CSD | X |
| Linda Phillips | Des Moines Public Schools | X |
| Marla Theisen | Andrew CSD |  |
| Megan Bogdan | YouthPort/Tanager Place – Cedar Rapids | X |
| Nikki Clausen | Council Bluffs CSD | x |
| Sam Graeve | Audubon CSD |  |
| Stephanie Shavers | Operation Threshold – Waterloo | X |
| Virginia Kurth | Allamakee CSD | X |
| Bobbie Jo Sherridan | DMPS | X |
| Melissa Williams | DMPS | X |
| Alyssa Gearhart | North Fayette | X |
| Vic Jaras | Iowa Department of Education | X |
| Crystal Hall | IAA | X |
| Dema Abussaf | South Union | X |

**AGENDA ITEMS**

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| **Agenda Item** | **Notes** |
| Recent successes/stories/highlights and obstacles/barriers to success | John called the meeting to order at 10:03. Welcome to our new committee member Dema!  Amy from St. Mark’s shared that the holiday party went really well. Events were held in Western Dubuque and Dubuque. Santa came for the kids, had a meal for the families, craft (ornament), free coats/underwear/gloves/boots (donated by the police officers), family game with an SEL focus. Over 50% attended in Dubuque. Western Dubuque had a meal, books, literacy game, Santa with pictures, community service project working on tie blankets for the local animal shelter.  John with Oakridge also had a family event for the holidays. Breakfast with Santa 1st Saturday of December. Jack& Jill group provided a full hot breakfast for families. Another group provided a Thanksgiving dinner and two large churches (Urbandale and Indianola) brought in food, games, stocking stuffers, pizza, etc. There were 250 people at that event. Twin Cities public television grant was written for and received. Oakridge completed training this past week and now have 25 tablets to use with kids. John highly recommends this to other sites. John will ask permission to share out contact information from the group in the Twin Cities.  Christine at Storm Lake has been asking parents to come into the main area to sign their youth out. This has allowed her to better communicate with parents about programs, events, and other supportive services.  Vic really likes the goals set by the groups Vic would like to remind all grantees to make sure that your quarterly claims indicate that you are spending some of your grant funds on family engagement.  Barb at Oelwein had John Derryberry from Des Moines come and speak to their families. Over 100 parents attended. A meal was provided and other community partners participated. Parents could move from place to place for 10 minute presentations from these partners and then they all listened to the speaker. Advertising was done via the school website and social media. They also used the local paper and stickers that were sent home on/with the kids the day of the event. He also spoke to the middle school which energized the participation level for families.  Virginia at Allamakee has a challenge in working with her middle school groups. She doesn’t have the daily “check-out” interaction with these parents anymore – they often text that they are there and the kids run off to the car. She is also experiencing a challenge from youth wanting to attend basketball games vs. the afterschool program. She is planning a family night that will focus on math with STEM as well. There will be a meal provided. Allamakee has also started a Maker Space. The school librarian has been helping with this project and they will have the math event the same night as they kick off the opening of the Maker Space. Christine suggested that an enrichment activity could be attending the game and cheering on the kids. They come in, get their snack, and then attend the game with staff supervision. John also said that Oakridge puts youth names on the roster and they get “credit” for doing those things (ex. basketball, Hip-Hop, wrestling). |
| Review of Family Night events:   * Family Night documentation sample * Resources available & where to find them * How to share your event/pics & successes with social media   Documents:  Family Resource Chart  Sample Planning Template and Document  Family Night Work Schedule | Christine suggested that templates can be very helpful in planning your family night events. These documents were shared last year by the committee. Christine was this disconnected from the phone line so Crystal did a general explanation of the documents. These are tools to help you in planning, implementation, and follow up from your events. Virginia would like to add that a map can be helpful to mark out where things will go and Crystal asked her to share her general template with the group so people could form their own. Amy from Dubuque commented that these templates are very helpful. |
| Development of ad hoc committees to better understand and serve different populations: elementary, middle school, high school. Choose a date for this committee and determine additional attendees. | Crystal explained that the Impact Conference this year will include the standard 21CCLC Directors meeting on April 1st, a pre-conference workshop on STEM that afternoon, and a traditional conference schedule on April 2nd (breakfast, keynote, 90 minute breakout sessions, lunch with awards, etc.). However, feedback from the last several years was that the best part of Impact was the networking and talking with other sites so ideas could be shared and implemented across the state. It is with this in mind that the Friday schedule will not consist of “Lightning Sessions” meaning sites have been identified to talk about specific areas in which they have excelled in programming to share out in a more informal way amongst your 21CCLC peers but also other out-of-school time sites.  One thought was that since the Family Engagement Committee had a need to discuss working with middle and high school aged youth and their families, that perhaps we should host a Lightning session at Impact and address this need.  Virginia thought this was a great idea, but she also said she needs assistance with this population in her program. Crystal will put a description of the workshop and a request to bring ideas of what’s worked for attendees in the Schedule at a Glance document that all conference goers will receive. Christine suggested that the FEC considers treating this workshop as a panel for this presentation with John in the lead. Virginia agreed to help as well and Crystal offered the use of the conference phone line for planning and coordination services. Barb also stated that she would like to help and that the High School site director might have ideas to share. John works in both environments and has built relationships at the HS level that could be accessed for the discussion. The MS focus right now is working with that age of youth through a project with UW that focuses on trade programs and having the school day and afterschool time be more relevant to the future and the needed workforce. |
| Other/Open Agenda | A discussion was held last time about copyright rules and guidance. Vic was kind enough to pass along the information here:  *We always want to respect copyrights.*  *For educational use- there are two provisions..*  *1) Fair Use- which allows the use of copyrighted material for educational purposes.  One key test- is it for non-profit education use?  Not charging.*  [*http://www.dmlp.org/legal-guide/fair-use-*](http://www.dmlp.org/legal-guide/fair-use-) *more info on fair use.*  *2) The Teach Act - which added guidance for digital media to copyright law.*  *The “Technology, Education and Copyright Harmonization* ***Act****,” commonly known as the “****TEACH Act****,” was enacted by Congress on October 4, 2002. It is a full revision of Section 110(2) of the U.S. Copyright* ***Act****. Its provisions enable educators to use copyrighted materials for distance education, with certain restrictions.*  [*https://www.copyright.com/wp-content/uploads/2015/04/CR-Teach-Act.pdf*](https://www.copyright.com/wp-content/uploads/2015/04/CR-Teach-Act.pdf)*-More info*  Vic reminded the group that generally speaking if you are using for educational purposes and not profiting from others work, it is generally ok. |

**WORK PLAN**

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| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
| TBD | Establish Subcommittees for different types of engagement: elementary, middle school, and high school | TBD | Better engagement based on the unique needs of each of these groups. | Free to use the conference number. IAA/Crystal is also available for assisting with video conferencing if needed. |
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**NEXT MEETING DATE: March 11, 2020 at 10:00am.**

**ADJOURN**