**Iowa 21st Century Community Learning Centers**

**New Grantee and Staff Transition Committee**

***Meeting Agenda and Notes***

January 27, 2022

10:00am

Join Zoom Meeting

<https://zoom.us/j/93440681126?pwd=RVFVeDd2dDRqNjF4ZHhKODd6WEZkZz09>

Meeting ID: 934 4068 1126

Passcode: 393864

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**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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**2021-2022 COMMITTEE GOALS:**

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

**ROSTER**

|  |  |  |
| --- | --- | --- |
| NAME | SITE/SCHOOL | MARK FOR ATTENDANCE |
| Bobbie Jo Sheridan | DMPS |  |
| Chris Hoover | Maquoketa |  |
| Chol Chagai | Clinton | x |
| Colleen Gould  | Bettendorf | X  |
| Crystal Deery  | MICA |  |
| Elana Zalar | Council Bluffs |  |
| Fiona Top | Burlington | x |
| Jessica Walter | Council Bluffs |  |
| Joe Maloney | Dubuque |  |
| Megan Kruse | Council Bluffs |  |
| Nikki Clausen | Council Bluffs | X |
| Savannah Sherry | Council Bluffs |  |
| Sharon Jargo | Andrew |  |
| Tara Notz | Maquoketa  |  |
| Tricia Anderson | North Fayette |  |
| Stephanie Neff | KOC/Cedar Rapids | x |

**AGENDA ITEMS**

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| --- | --- |
| **Agenda Item** |  |
| Review of the IAA Afterschool in a Box Toolkit: Staffing Recruitment and Retention section | Crystal reviewed this section with the group today that included tips for recruitment and retention of staff in a non-COVID world. The group then also shared things that they have been doing or heard about in relation to COVID. These included:* Flexible work schedules
* Hiring staff for 1-2 days per week
* Hiring staff for a short term project or event
* Rotating staff for free days off to prevent burnout
* Recognizing staff for the little things (ex. sending cards)
* Team building strategies

Link to the recording: <https://youtu.be/JgssuZ5pMto> Link to the toolkit: <https://www.iowaafterschoolalliance.org/starting-and-supporting-a-program>  |

**WORK PLAN**

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

**UPDATES FROM VIC – Vic will be presenting at the February meeting on the topic of Budget 101.**

**NEXT MEETING DATE – February 24, 2022, NO MARCH CALL**

**ADJOURN**