**Iowa 21st Century Community Learning Centers**

**Professional Development Committee**

***Meeting Agenda***

April 17, 2020

9:00 – 10:00 a.m.

1-515-604-9985 passcode 123766

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**COMMITTEE MISSION:** This committee provides input and assists with outreach and professional development activities, such as the coordination of the spring annual out-of-school time conference, as well as the regional summer and fall workshops for the 21CCLC network and other out-of-school time providers.​

**2019-2020 COMMITTEE GOALS:**

1. **Develop an online platform for communicating with the network about best practices as well as a “safe” place to talk about individual site concerns.**
2. **To develop and implement a component of the Impact Afterschool Conference to highlight the network’s accomplishments through and Iowa Best Practices Day.**
3. **Present up to four workshops at the National Summer Institute in Baltimore in July highlighting Iowa’s top notch work in afterschool.**
4. **To develop and make live an online class for Local Evaluators.**

**ROSTER**

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| NAME | SITE/SCHOOL | MARK FOR ATTENDANCE |
| Heidi Brown | Des Moines Schools | x |
| Janay Jones | Iowa City Schools |  |
| Erica Naughton | Clinton Schools |  |
| Barb Schmitz | Oelwein Schools | x |
| Rhonda Nelson | Bettendorf Schools |  |
| Allison Fuhrmeister | Iowa City Schools (Neighborhood Centers of Johnson Co.) |  |
| Jennifer Watkins | Bettendorf Schools |  |
| Siera Whitlock | SHIP | x |
| Cassie Gerst | Burlington Schools | x |
| John Spinks | Oakridge Neighborhood |  |
| Dave Welter | Cedar Falls | x |
| Additional Guests:  Cynthia Garcia, BTB  Reed Welch, BTB  Jenna Andrews, Council Bluffs  Fatima Rameriz, BTB  Emilee Harris, IAA  Cynthia, BTB  Veronica, BTB  Karissa Koser, BTB  Abby Kempema, BTB  Diana Deanna, SHIP  Adam, BTB  Jane Bishop, DMPS  Fernando, BTB |  |  |
| Vic Jaras | IDOE |  |

**AGENDA ITEMS**

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| **Agenda Item** | **Notes** |
| Impact 2020 | Impact Updates  Hotel is looking at dates in November: From Troy:   * Monday 11/09 to Wednesday 11/11 – open and available * Wednesday 11/11 to Friday 11/13 – open and available * Monday 11/16 to Wednesday 11/18 – **available and being held for YOU!** * Tuesday 11/17 to Thursday 11/19 – open and available   Call with ISACA   * Discussion about a combined conference to make more opportunities? Would need a Saturday for frontline staff to attend. * They usually host a fall conference (October) and have done so for the last 15-18 years. Last year it was held at the Sheraton in Wes Des Moines with a Friday and Saturday offering. The Saturday offering was a 4-6 hour training component. They are not committed to October. * They also have a conference committee and we could work together to divide duties and costs. * They charged less than we do ($80 per person) and had 221 attend over the two days. It was suggested that we could consider a scaled fee – ex. Saturday only fee.   Contacted Michelle Cummings – not available November 11th-13th  Crystal updated the Committee that after the last meeting, she reached out to Steve Conlan with ISACA to ensure that we would not step on toes if we were to scheduled our conference for the fall as well. Steve was eager to consider combining efforts for a dual conference. (See bullets above). The Committee then discussed the advantages and disadvantages of this partnership. Below are some comments recorded during this discussion.  Barb – talked to Directors, many have children at home, consider Thursday evening, Friday, not on Saturday? Crystal responded that Saturday would not be “mandatory” but could be an option. Frontline staff could attend this if they wanted to.  Heidi – cool idea, better together. Great idea for frontline staff.  Cassie – Wednesday-Saturday is great. Combining is a good idea. Teachers could also attend a Saturday session without the need to secure a sub.  ??? – we should offer Saturday as a staff alone with a reduced fee for that day only.  Dave - Offer exposure to a group of people we wouldn’t normally see.  Jane - mutually beneficial to both organizations.  Heidi – opportunity to hit all the notes, work with Steve to make sure we are offering things that are suitable for all groups of people to attend. Could we offer a couple of different tracks for the duration of the conference?  Jane – processes for financials would need to be addressed as ISACA strictly funded by fees.  Barb – always looking for info on leadership so maybe that could be a track?  Cassie– concerns would be that there would be an additional night of stay and meals but we could encourage sites to consider how this will be in the budget since it’s early in the fiscal year.  Vic – ok on the finance end so maybe we would make ISACA pay for Saturday? May have to have the IAA be the collector of fees for both groups. Crystal responded that the hotel would prefer the IAA remain the contract holder and that we would work payment out with ISACA should we move forward.  Crystal reached out to Troy to also see what the hotel could accommodate in the month of October. Once dates are shared, she will inform the committee ASAP. |
| Remote/Virtual PD Opportunities | IAA Plan for bi-monthly webinars – April 28 will be outdoor classrooms and how to make the most of your outdoor learning experience. We have some ideas for May 12 and May 26 topics, but would be looking for insights and input from the Committee. Cassie suggested that she would present on onlne activities, virtual games, etc. Crystal will work with her separately from the meeting to determine which date and the approach to this offer.  Network sharing  Crystal will also share the CIOST weekly webinar information. The OST (Out-of-School-Time) Coaches have put together a weekly online PD plan that they would love to open to the 21CCLC Network as well. Crystal will send an email with log in information for these webinar offerings as well. |

**WORK PLAN**

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| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
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**NEXT MEETING DATE: June 5, 2020 at 9am. Though this could change based on need.**

**ADJOURN**