**Iowa 21st Century Community Learning Centers**

**Support Committee Notes**

***Meeting Notes***

***February 21, 2019***

**DATE; 9:00 a.m. via conference call**

### ****Committee Chair:****

Melanie Seier, St. Mark Youth Enrichment, [mseier@stmarkyouthenrichment.org](mailto:mseier@stmarkyouthenrichment.org%20)

### ****Committee Members:****

|  |  |  |  |
| --- | --- | --- | --- |
| First | Last | Organization | Present? |
| Melanie | Seier | St. Mark Youth Enrichment | x |
| Cassie | Gerst | Burlington Schools | x |
| Abby | Kempema | Beyond the Bell, Sioux City |  |
| Amanda | Avenarius | St. Mark Youth Enrichment |  |
| Billy | Stone | Oakridge |  |
| Jessica | Clark | Council Bluffs Community School District |  |
| Darcie | Capo | Council Bluffs Community School District |  |
| Diana | DeAnda | Beyond the Bell, Sioux City |  |
| Yvette | Sanchez | Des Moines Public Schools |  |
| Shaney | Ford | Davenport Community School District |  |
| Julie | Fetters | Des Moines Public Schools | x |
| Sylvia | Bright | Des Moines Public Schools | x |
| Tasia | McCloske | Iowa City Community School District |  |
| Loras | Osterhaus | Clinton Community School District |  |

**Agenda:**

* **Conscious Discipline Training** 
  + Britney reported that there are 33 registrants for the Conscious Discipline training.
  + Vic explained there is an SEL grant that could be available for all CD training attendees. This could help encourage attendance.
    - Melanie will share this with partners who are considering the training.
    - Highly competitive nationwide grant.
  + Committee members will continue to reach out to community partners to recruit more attendees.
* **Discuss Responses from Key Polices Survey and next steps (Melanie Seier)** 
  + Des Moines, Beyond the Bell, Burlington, and St. Mark have all submitted policies. There are policies about hiring, emergency management, and others.
  + Melanie asked the Committee how to best compile the policies that the grantees have. The Committee decided that they would cover this over the summer once more responses have been collected.
* Melanie also asked how to get more committee members to respond to the survey. It was suggested that Britney or Michelle send out the survey link to the entire grantee network and ask for their feedback.
  + Michelle will also include the link in the next Afterschool Advisor newsletter.
* Cassie and Vic would like to be added as a “collaborator” to see the responses that come in.
  + Cassie is part of a youth mentoring group that vets policies and advises different groups on best practice and templates for policies.
    - The Committee decided that this group could take on a similar role once they have enough policies and templates collected.

**Support Committee Workplan:**

***Priority* 1: Successful Implementation of Social Emotional Learning at Sites**

***\*Training all staff in Social Emotional Learning, using Conscious Discipline to provide a common foundation and language at sites.***

***\*Incorporating SEL into all aspects of programs***

**Priority 2: Proven Helpful Policies for Program Logistics**

**\*list of great policies for late pick up, transportation issues, late fees, student referrals, space issues at sites, communication with parents, etc.**

1. **Chart of work plan:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
| Ready to share at Spring 21st CCLC Conference | **Priority 1: Successful Implementation of Conscious Discipline/Social Emotional Learning at Sites** |  | \*Strategies to successfully implement social emotional learning into all aspects of program.  \*Strategies to provide professional development for site staff to be trained in social emotional learning/Conscious Discipline.  \*Plan regional CD Training | \*work in progress, all members will have input to add in on next phone conference  \*Loras is taking lead on planning regional CD training with support from committee. |
| Spring 21st CCLC Conference | **Priority 2: Proven Helpful Policies for Program Logistics** |  | List of great policies for late pick up, transportation issues, late fees, student referrals, space issues at sites, communication with parents, and otherlogistical aspects of programs to assist with streamlining and simplifying programs**.** | \*work in progress, all members will have input to add in on next phone conference  \*Email was sent out February 2019 & we’re collecting responses. |