**Iowa 21st Century Community Learning Centers**

**Professional Development Committee**

***Meeting Agenda***

March 6, 2020

9:00 – 10:00 a.m.

Join by Zoom:

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 |  |
| Cassie Gerst | Burlington Schools | X |
| John Spinks | Oakridge Neighborhood |  |
| Dave Welter | Cedar Falls |  |
| Vic Jaras |  | X  |

**AGENDA ITEMS**

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| **Agenda Item** | **Notes** |
| Impact 2020 | **Review Schedule At A Glance**Crystal shared the link and told the committee where the link could be found online. The Committee agreed that it’s a great line up and have no worries about presentations at this time.. **Share other known logistics**Holiday Inn has been great to work withFood will be confirmed this week.Voting nominations closes today (3/6). Link for voting send out on Monday, and is due back on the 17th.**Shared Drive for presentations** Crystal will email all presenters the week of March 16 and ask them to provide either their power point OR a one pager with highlights and take aways that can be uploaded to the website. This way as many people as possible can get the info. Cassie will work on a template for the one pager and get it to Crystal. **Share registration numbers**As of Friday morning there are 103 registrants and 7 vendors. |
| Institutes for Summer and Fall | **You 4 Youth at Fall Institute in Dubuque** You 4 Youth had a staffing change that resulted in a disconnect in communicating with Vic about the Impact Conference. As the conference is completely full, we will now invite them to participate in the Fall Institute. Vic shared that they will have a new model on Social Emotional Learning that could be presented. It was also suggested that we consider adding a second day to the Fall Institute as one day could be dedicated to the RFA discussion and You 4 Youth and the second day could include traditional breakout sessions. Crystal will send the list of offerings from You 4 Youth out when we have an updated one this summer so that the Committee can decide what to choose for this PD offering.  |
| Summer Symposium | Follow up on reminders from last month’s call. “Consider putting together a presentation form the Summer Symposium in Baltimore that will be held July 15 and 16.”Deadline is extended to mid-March. Vic will send this link and we can share in the newsletter. <https://21stcclc.leedmci.com/cfp/>  Barb submitted a presentation on working with rural communities. |
| Slack Platform  | Please explore this website and check out the tutorial. There is also a space for a demo on a tutorial.  |
| Online Evaluation Training | **Placeholder so we don’t forget!**Vic had asked Michelle about putting together an online class for local evaluators so he had ERMS put together the videos that are currently on the iowa21cclc.com website. These would be put onto an existing platform held by SPPG and the IAA for easier access. This item can hold until after Impact but he would like the class to go live by Sept. 2020. |

**WORK PLAN**

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| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
| 3/16 | Template for highlights and take aways from the Impact Conference | Cassie | Submit to Crystal so she can email out to the speakers. |  |
| Week of 3/9 | Update the Emcee script and meet with Heidi as the Master of Ceremonies to discuss  | Crystal  | Will email the form and submit to Heidi by the end of the week |  |
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**NEXT MEETING DATE: No call on the 27th will reschedule our April call from the 10th to the 17th due to the Good Friday/holiday weekend conflict.**

**ADJOURN**