**Iowa 21st Century Community Learning Centers**

**New Grantee and Staff Transition Committee**

***Meeting Agenda***

April 23 2020

10:00am

Join by phone:

1-515-604-9985, passcode 123766

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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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**2019-2020 COMMITTEE GOALS:**

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

**ROSTER**

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| NAME | SITE/SCHOOL | MARK FOR ATTENDANCE |
| Allison Wilson | MICA | X |
| Alyssa Gearhart  Sue Thoms | North Fayette Valley CSD | X |
| Amelia Gibson | BGCCI | X |
| Brandon Kirchoff | Andrew |  |
| Chelsea Szczyrbak | Boys & Girls Club of the Cedar Valley |  |
| Chris Hoover  Tara Notz | Maquoketa CSD |  |
| Clarissa Thompson | MICA |  |
| Duane Willhite | North Fayette Valley CSD |  |
| Jennifer Hartman | Waterloo CSD |  |
| Jessie Stoffel | Council Bluffs CSD |  |
| Julia Brunner | MICA |  |
| Katelynn Fry | Andrew CSD |  |
| David Setzer | Boys & Girls Club of the Cedar Valley |  |
| Sally Diehl | DMPS |  |
| Savannah Stuckmayer | DMPS | x |
| Karissa Chaverria | DMPS |  |
| Megan Bogdan | YouthPort | X |
| Melissa Widel | Andrew CSD |  |
| Mohornes | Waterloo CSD |  |
| Nicole Schleif | Boys & Girls Club of Central Iowa | X |
| Bryan Gonzales | Boys & Girls Club of Central Iowa | X |
| Kendra Allen | Boys & Girls Club of Central Iowa |  |
| Tara Notz | Maquoketa CSD |  |
| TJ Sommerfeldt | Waterloo CSD |  |
| Kristina Cox |  |  |
| Joe Maloney | Dubuque |  |
| Vic Jaras | IDOE | X |
| Crystal Hall | IAA | X |
| Other/Guests: |  |  |
| Gabby White | BGCCV | X |
| Emi | BGCCV |  |

**AGENDA ITEMS**

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| --- | --- |
| **Agenda Item** | **Notes** |
| Open Discussion and Check in:  What went well and what challenges did you face. | Successes:  Amelia – Vic was very helpful in the transition as many new staff came on board.  Gabby – staff adjusted well to these obstacles, very proud of them  Nicole – challenge was that every formal role had a turnover, but we made it positive. Received lots of support from IDOE and IAA.  Challenges:  Alyssa – challenge was getting people on board. Teachers were apprehensive at first but after we held a family night in the 3rd quarter, they were excited to send out flyers.  Allison – staff turnover was a challenge as well as transportation coming in at a higher cost from the District. |
| Were the meetings helpful? | Alyssa – very thankful for committee meetings as they helped her to understand how things should be done.  Megan – Crystal left YouthPort a “gospel” when she left the program but the calls were also helpful reminders and for further explanation. |
| Additional Questions/Comments:  Data entry  Spreadsheet  Survey | Alyssa asked if Crystal would be available to assist with any questions regarding APR. The answer is yes, along with Vic and Tim Glenn as well. We are open to doing phone calls, in-person (if possible), or a Zoom call where you could share your screen and we could provide pointers.  Crystal reminded the group to use the spreadsheets found here: to collect your data prior to entry into the APR. Alyssa then followed up with a question on drop downs in the main spreadsheet. Crystal will follow up on this to make sure the document is working and available to all.  Crystal will send a survey out in the next week or so to this committee to gather input for the upcoming year. The survey can be anonymous or you can share your contact information for follow up. Please consider filling this out as it will only take a few minutes and will be used to improve upon next years’ experience. |
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**WORK PLAN**

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| **Deadline** | **Activity** | **Who’s Responsible** | **Outcome Expected** | **Notes for Implementation** |
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**UPDATES FROM VIC –**

**NEXT MEETING DATE – All calls are at 10:00am**

**FY21 Calendar Dates will be sent out soon.**

**ADJOURN**