

21st Century Advisory Committee Meeting
Tuesday, June 15th, 2010
Willmar, MN 56201

Present: Bob Tews, Cedar Mt. School Superintendent
Brian Gauer, PACT 4 Grant Coordinator
Bruce Kiehn, EV/W High School Principal
Debb Sheehan, PACT 4 Director
Ed Downey, PACT 4 Evaluator

Gina Hagen, RCW School Dean of Students
Kip Lynk, BOLD School Principal
Larry Schueler, ECHO Charter School Administrator
Rob Pederson, EV/W School Principal
Sherri Broderius, ACGC School Superintendent

1. Quality Matters Report

Deborah Moore, director of the Youth Work Institute, was present to give a summary of the Quality Matters site visit initial findings. Each school district will also receive a report detailing results of their individual sites. The Quality Matters training those sites participated in included sixteen hours of instructional time and up to twenty hours of individual hands-on consultation.

Plans moving forward include finishing up the one year of service that we have contracted with Youth Matters Institute. Most site coordinators are nearing completion of their action plans developed based on their YPQA tool (Youth Programs Quality Assessment) data results. Action plans deal with areas that the data showed needed improvement. The University of Minnesota Extension Office offers different options for continuation, depending on what we want out of it. Options to think about for next year: another external assessment, broader system ideas, and how to use this data in the future when we don't have external assessors coming in.

2. Study Island

The license fee through 7/31/10 was \$18,948. Brian went through school year data and the percentage of usage between 8:00 am and 3:00 pm was 84.2%; between 3:00 and 6:00 pm was 10.8%. The greater percentage of usage time was supposed to be geared toward after school time, and if it's being used mostly during the school day, we get into the problem of it being allocable to the grant, because it needs to benefit the grant population served, not the entire district. He has done research on various other options, including free online sites, which may or may not be able to be accessed in the school setting, due to firewall issues, etc. The understanding with the state department back when we purchased Study Island was that the majority of the usage would be for after school programs, knowing that there would be times that it would be used during the school day. The problem is that Study Island will not license a school for usage just for after school hours; they will only license as a whole district, 24 hours a day, 365 days per year. So, it was felt that it was a legitimate expense because of that licensing requirement. One suggestion was to talk to the Study Island folks and find out if a license can be purchased for a three or 6-month period, rather than the whole year and then focus usage on it more intently during that time. Much discussion was held on how to move forward. Brian and Ed will have a follow-up discussion with the state and explain the licensing dilemma with them. More discussion may be held via email once they have discussed this with Sheila Oehrlein. Above all, it has to be legitimized as an after school expense.

3. EzReports

EzReports is a web-based after school reporting system; the approximate cost is \$8,000. We have enough dollars in carryover to pay for this, and when Brian spoke to coordinators they are very much in favor of it. This would save time, reduce errors, and eliminate redundancies. EzReports includes: PICS, state reports, attendance, and activities.

4. State Grantee Meeting

An emphasis on appropriate spending was heard at the meeting Brian attended. For program expenses to be allowable, "They must be allocable, reasonable, and necessary to meet the goals and objectives of the approved program", said Sheila. She also wants to see clearer reporting of attendance. Co-curricular attendees aren't being counted right now, but if they come for 30 minutes in the beginning and come back after their practices, they can be counted as regular attendees.

5. 2-Year Extension Update

We applied for \$690,000 for Year 4, and the application was submitted online via the MDE website. The narrative was brief – a review of activities, problems encountered, and goals reiterated. The extension budget includes funding for Physics Force and MN Planetarium for those districts that haven't been visited yet. We also included funding for Quality Matters for one district that didn't participate and one which barely scratched the surface of it. If we decide to do a Quality Matters follow up assessment, funding could come out of training dollars. Quality Matters would NOT

have occurred under the original budget of the grant, we were only able to pay for it using unspent carryover dollars from previous years.

Brian said that there is concern that only 50% of the Year 3 budget is on the books going into the 4th quarter. We hope that the rest of it will be spent in the quarter for summer programming, since we cannot carry over any dollars to Year 4. The big message is to make sure to spend the remaining Year 3 dollars in each district, do extra programming or events if it looks like funds will be under spent. Sheila also said at the grantee meeting that the data the feds are looking at is the percentage of regular attendees versus total attendees. Just by bringing in co-curricular participants and defining what their attendance is could help us with our numbers. Ed repeated what he has said in previous meetings – that one of the things that would factor into attendance is to add another day of programming. Sites have the funding to afford it. Right now, it looks like we're going to leave \$100,000 on the books this year that will go back to the state instead of staying here in our districts.

6. Other

Coordinator meeting times was discussed. Currently, they're scheduled in the morning at 9:00 am. It was suggested that they be held in the late afternoon so as not to interrupt the coordinator's day for such an extended period of time. Consensus was that future meetings will be scheduled for later afternoon instead of mid-morning.

Contracts for 2010-2011 – based on current funding expectations for Year 4, we'll allocate 80% of current funding amounts to each district, and discuss at the next meeting how to allocate the remaining 20%.

7. Next Meeting Date

Tuesday, August 3rd at 8:30 am in Room 2057.

Minutes respectfully submitted by Shawna Steffen, PACT 4