

**Quarterly Report to the Partner Advisory Council
December 2009**

This quarterly report covers the time period from October 1st to December 31st and offers us the opportunity to take a moment and reflect on all the steps that have been taken and the pieces that have come into play over the past 2-3 months. Since officially opening on October 1st, work at the Center has been moving forward at a rapid pace. Because of our ability to jump right into things by tying to existing efforts and continuing previous work, in some ways it feels like the Center has been around for awhile (e.g., the Vermont Afterschool Conference; ISS-AP coaching with afterschool programs; connections and partnership building). In other ways, the reality of being a new organization starting out has brought with it very specific and time-intensive tasks and challenges (e.g., funding concerns; the start up work around the website, email list, office supplies, logo development; the need to create basic communication pieces).

What continues to impress and support us is the strength of our key partners and the way each of you continually and valuably contributes to the work of the Center. While our first full meeting as a group is just this month, each one of you has been involved in various ways in the operations of the Center over the past few months. Whether serving on the Conference Committee, presenting conference workshops, recruiting partners, traveling to D.C., attending meetings, or working with projects as an ISS-AP coach, we have appreciated your support and contributions without which many of the accomplishments and steps listed below would not have been possible.

The Quarterly Report is organized in a condensed fashion by focus area. The goal of the report is to keep all Partners up-to-date on the work taking place through the Center and on the connections being made throughout the state. It is our hope that while the bullet points presented below are purposely brief, they will provide enough information to keep our efforts in alignment, our work and conversations between meetings coordinated, and guide the identification of next steps in each area. Where appropriate, we have listed key Partner Points where suggestions, assistance, or input from the key partners are especially needed.

Respectfully submitted,

Holly Morehouse, Director

Lynne Feal-Staub, Coordinator of
Professional Development and Sustainability

Partner Advisory Council 2009-2010

- Emanuel Betz, Vermont Department of Education
- Ginny Burley, Community Connections and Afterschool Ambassador Emeritus
- Jeff Fournier, Burlington Afterschool
- David Gibson, The Global Challenge Award
- Sue Kamp, Vermont School Age Care Network
- Nicole Mace, Voices for Vermont's Children
- Ruth Matthews, Vermont Agency of Human Services, Child Development Division
- Mike Mrowicki, Putney Family Services and Vermont State Representative
- Barb Russ, Winooski School District
- Karen Scott, Vermont Student Assistance Corporation
- Rich Tulikangas, Linking Learning to Life
- Darlene Worth, Champlain Valley Educator Development Center

Center Operations

- Completed work plan and expenditures under the sub-contract with the Washington County Youth Services Bureau (August 1-September 30)
- Submitted final report to the Washington County Youth Services Bureau on the carry forward funds (9/30/09)
- Attended Mott Network Lead meeting and training in Washington DC on October 7-9 (L. Feal-Staub, H. Morehouse, and D. Worth)
- Worked on logo design with Mark Favazza; 3 initial designs presented at the Conference; 186 feedback forms collected; various motifs explored; final logo selection
- Worked on website design with Mark Favazza; created webpage content, including numerous resources and links for programs and partners; currently over 35 pages of content
- Contracted with Edie Beatty of RMC Research for the evaluation design; several initial meetings to go over goals, objectives, design elements; evaluation plan to be presented at the Partner Meeting in December
- Reserved domain names for the Center for three years (vermontafterschool.org and also .net, .info, and .com)
- Purchased two laptops, two printers, two LCD projectors, and initial supplies for the office (records of all purchases are with CVEDC)
- Email distribution list compiled by S. Kamp (over 500 names/ addresses included)
- Worked with CVEDC to set up financial accounts and reporting structure
- Meeting with other New England network leads (12/10/09)
- Network lead from Georgia is our assigned “buddy”

Partnership Development

- Finalized Memorandum of Understanding with VT Department of Education (3-years)
- Met with Barbara Postman and Nicole Mace from Voices for Vermont’s Children (H. Morehouse, G. Burley, R. Matthews, and S. Kamp)
- Presented the work of the Center and the partnership at the Educational Services Agency November meeting (11/9/09)
- Peter Peltz (VT House Education Committee), Mike Mrowicki (VT House Human Services Committee), and Kathy Larsen (State Board of Education) agree to be on the Vermont team for the Mott National Network Meeting in January 2010. Also attending that conference are E. Betz, R.

Highlights

- Website and logo design completed; website launched
- 3-member team attends Mott Network Lead Meeting in DC
- Initial phase of evaluation design and plan

Next Steps and Partner Points

- First email blast scheduled to go out this month. If you know of additional contacts or organizations that should be included in this mailing, please let me know.
- Visit the website. Check your partner “blurb” and any sections that pertain to your work. Please send any suggestions, corrections, or ideas for other areas of the website.

Highlights

- Voices for Vermont’s Children joins the Partner Advisory Council
- VT Team formed for National Network Meeting in January, including the Vice-Chair of the State Board of Education and two VT State Representatives

Tulikangas, L. Feal-Staub, and H. Morehouse.

- Initial conversations with the new Deputy Commissioner of Education at VTDOE, Rae Ann Knopf, about the Center’s work; meeting being scheduled with Rae Ann and others from VTDOE as a follow-up
- Drafted documentation for Partner Roles and Responsibilities and Governance Structure
- First meeting of the Partner Advisory Council to be held in early December
- Created of Partner Handbooks with resources materials and Center documentation for members of the Partner Advisory Council
- Developing a list of potential allies and partners: Vermont Principals Association, Vermont School Boards Association, Vermont Superintendents Association, 4-H, Boys & Girls Clubs, Vermont Arts Council, Department of Labor, Department of Health, etc.

Policy and Advocacy

- Voices for Vermont’s Children has agreed to support the work of the Center, especially around public policy and advocacy
- Working on Afterschool Brief with Voices for Vermont’s Children; led by N. Mace (Jan/Feb 2010)
- Phone consultations with ATAC about policy work and effective strategies for Vermont; compiled resource materials; using contacts with other network leads
- Maggie Gendron attended the Vermont Afterschool Conference and gave a brief morning welcome on behalf of Senator Leahy’s office (10/23/09)
- Invited to meet with the Vermont delegation (staff from the offices of Senator Leahy, Senator Sanders, Congressman Welch) (Jan 2010)
- Communication materials developed including:
 - 1-pager on the Center
 - 1-pager on the Value of Afterschool
- Developed comprehensive list of policy resources for the website
- Reserved the date in the Vermont State House for the Afterschool for All Legislative Breakfast– March 25, 2010.
- Strategy call with Erik Peterson of the Afterschool Alliance about Vermont issues related to federal legislation
- Conversations with Kids Are Priority One about including “afterschool” in their subsidy workgroup issue briefs (S. Kamp, R. Matthews, G. Burley, H. Morehouse)

Next Steps and Partner Points

- Partners are asked to fill out their Partner Form and give any suggested changes or modifications to H. Morehouse
- Meeting Wizard requests will be sent to schedule our next three meetings for the year
- We need partners to continue to play a key role in setting up meetings and helping make connections to other potential partners and allies

Highlights

- Senator Leahy has agreed to do our first “Spotlight on Afterschool.” For his “spotlight” the Senator will create a 30-second to one minute video clip for us to post on our webpage talking about innovative learning in afterschool and introducing the *Lights! Camera! Learning!* Project.
- Voices for Vermont’s Children is going to do a brief on “afterschool in Vermont” in Jan/Feb 2010.

Next Steps and Partner Points

- Partners are invited to participate on the Policy Committee and work on a policy statement for the Center.
- Partners invited to serve on small group planning the March 25th event (open group)

Professional Development and High-quality Programs

- The Vermont Afterschool Conference on October 23, 2009, brought together 383 registered participants, 40 presenters and 35 workshop selections, 20 exhibitors, 30 high school student leaders, student presenters, special guests, and a keynote address by Jodi Grant of the Afterschool Alliance.
- Individualized System for Supporting Afterschool Programs (ISS-AP) is created with all supporting documentation and is in full operation this fall. After completing application process, 9 coaches were selected and the project was presented at the 21C Director's Retreat in August
- ISS-AP Coaches met as a group to develop evaluation measures for the professional development model; initial survey distributed to ISS-AP participants via Survey Monkey to obtain baseline data around identified evaluation measures
- Documentation and systems developed for ISS-AP including: registration forms, overview sheets, coaching contracts, monthly reporting forms, and system for tracking contact hours
- During the fall, Coaches worked individually and through calls and face-to-face group meetings with program participants; a total of 125 contact hours made in September and October; several coaches travel to meet with participants on-site in their programs or schools
- Conference call schedules for the Connecticut and California statewide networks distributed to ISS-AP coaches for broader distribution to ISS-AP participants and posted on website
- In partnership with VTDOE, offered a workshop on 11/6/09 on how to use the FilemakerPro Database to record program attendance and student records
- Responded to technical assistance requests (8 so far)
- Meeting with R. Matthews, K. Workman, S. Kamp, L. Feal-Staub, and H. Morehouse to align professional development work and avoid duplication of services; working towards mapping all professional development opportunities in the state

Highlights

- Strong attendance and excellent feedback from the Vermont Afterschool Conference
- The diversity of conference participants and the quality of the workshop sessions gets the attention of the Congressional staff
- ISS-AP model is rolled out with 7 coaches covering 9 different strands; 33 projects register for ISS-AP for the 09-10 school year

Next Steps and Partner Points

- Partners can contribute to the Professional Development mapping work by filling in missing pieces and identifying existing alternatives and options

Funding and Sustainability Efforts

- First round of funding requests has focused on the getting sponsors (goal= \$15,000 total) for awards for the *Lights! Camera! Learning!* competition (see below)
- R. Matthews organized VT efforts to include the Center in a grant application from NIOST to the Jessie B. Cox Foundation; grant would focus on supports for statewide professional development systems (e.g., ISS-AP)
- Follow-up conversation with Ellen Gannett of NIOST and the other NE network leads about the Jessie B. Cox Grant (by end of December)
- Developed a prioritized list of potential funders

Highlights

- Full grant application submitted to Chittenden Bank for *Lights! Camera! Learning!*
- VT included in initial proposal to the Jessie B. Cox Foundation

Next Steps and Partner Points

- To be fully staffed and have adequate resources we need an additional \$50-60k for this year

-----SPECIAL PROJECTS-----

Burlington Citywide Afterschool Coalition

- Along with several program partners, met with Burlington Mayor Bob Kiss requesting his leadership in creating a citywide coalition for afterschool
- Participated in strategy meeting with ATAC about citywide models for afterschool
- Collected comprehensive set of resources on citywide and regional collaboration models
- Made initial contact with Bela Shah of the National League of Cities requesting support for the Burlington project
- Facilitated the first Burlington Citywide Afterschool Coalition Meeting on 12/7/09
- Next meeting will be held in January 2010

Burlington Citywide Afterschool Coalition

- Boys & Girls Club of Burlington- M.A. McKenzie
- Burlington Parks and Recreation- M. Leugers/ D. Cahill
- Burlington School District- J. Fournier/ N. Mazuzan
- Greater Burlington YMCA- J. Peterson/ T. Pawlik
- King Street Youth Center- V. Smith
- Linking Learning to Life- R. Tulikangas
- Outright Vermont- C. Neff
- Sara Holbrook Community Center- L. Pollander/ K. Olwell
- Spectrum Youth Services- L. Latka

Lights! Camera! Learning! Project and Video Vignette Competition

- Developed and printed announcement cards for the conference; created *Lights! Camera! Learning!* section on the website
- Competition announcement and details will be released when the competition officially opens on 12/15/09
- Created overview document for potential funders and sponsors, including Sponsorship Levels and Benefit Plan
- L. Feal-Staub hosted a table at the Conference and promoted the upcoming video vignette competition
- Compiled a detailed list of potential sponsors for the competition
- Sponsorship requests submitted to the following companies/organizations:
 - Scholastic Afterschool
 - TD Banknorth
 - Merchants Bank
 - Seventh Generation
- Submitted full grant application to Chittenden Bank
- Donation requests made of the following companies/organizations:
 - Staples
 - Best Buy
 - Digital Wish
- Submitted a grant request to Staples for 18 Flip cameras

Highlights

- Senator Patrick Leahy will do our first “Spotlight on Afterschool.” In his “spotlight” Senator Leahy will talk about innovative learning in afterschool and introduce the *Lights! Camera! Learning!* project.
- Accepted as a Participating Partner in the Flip Video Spotlight Program; afterschool programs throughout VT can now order a Flip Video Camera through the Center and receive a second camera for free

Next Steps and Partner Points

- We still need to confirm awards for the competition: minimum= Flip bundle; goal = \$5000 each for 3 awards
- We are requesting that Partners encourage afterschool programs to submit videos of innovative learning experiences
- We will need Partner support and connections in recruiting high-profile judges for the video vignette competition (e.g., policy makers, decision makers, state leaders)

The Vermont Center for Afterschool Excellence is a statewide public-private partnership dedicated to supporting and sustaining innovative learning opportunities beyond the school day for all Vermont's children and youth. The Center's activities are directed toward building the capacity and commitment of communities to increase the quality and availability of programs during non-school hours.

For more information about the Vermont Center for Afterschool Excellence visit:
www.vermontafterschool.org