



EXECUTIVE SUMMARY

September 20, 2007 Northeast WAN Regional Planning Workshop

Name of Group: Northeast Wisconsin Afterschool Network (NE WAN)

Date report draft: October 31, 2007

Report Prepared by Carrie Hovland, AmeriCorps* VISTA Leader with edits by Kathi Vos, WAN Partnership Coordinator

BACKGROUND AND PURPOSE

This WAN Regional Planning Workshop was held to enable the WAN Regional Networks to both coordinate WAN Regional Network gatherings *AND* connect local needs and issues of afterschool partners to WAN's statewide goals which include:

1. Create a sustainable structure of statewide, regional and local partnerships that focuses on supporting high quality afterschool programs by strengthening and connecting private and public partnerships
2. Support the development and growth of local, regional and statewide policies to secure resources needed to sustain new and existing afterschool programs
3. Support local, regional and statewide systems to ensure programs are of high quality.

This workshop was held on September 20, 2007 at the Boys and Girls Club in Green Bay. Sixteen people participated in the session. See *Appendix A* for the Sept. 20, 2007 NE WAN Participation Roster. The consultant facilitating this workshop was Dr. Kathleen Vos, Wisconsin Afterschool Network Partnership Coordinator and 4-H Youth Development Specialist.

THE PROCESS

During the planning portion of the workshop, participants focused on these five tasks:

1. Understanding WAN and it's recent accomplishments
2. Defining "What's in it for me" and "What can I contribute"
3. Brainstorming on possible regional goals related to WAN Statewide goals
4. Selecting a goal team and drafting a regional plan of action
5. Committing to action by selecting future meeting dates.

RESULTS

1. Kathi Vos presented "What is WAN" PowerPoint and shared the WAN Accomplishment Report. See *Appendix B*.
2. All participants wrote down "What's in it for me" and "What I and/or my organization can contribute" on individual Post-It notes and signed their names.

A qualitative analysis of *self interests* included:

- Opportunity to learn and sharing ideas (9 /13 respondents)
- Networking and building connections (4 /13 respondents)
- Funding support (3/13 respondents)
- Help and support (2/13 respondents)
- Other single mention items related to *staff* included:
 - Helps establish a sense of control of program

- Support and guidance on difficult issues
- Improve job security.
- Other single mention items related to *programs* included:
 - More connectivity to state and local issues
 - Improve program quality
 - Converging for an important common cause
 - Helping kids.

A qualitative analysis of *possible contributions* included:

- Willingness to share ideas, experiences and insights (10/13 mentions)
- Time (3/13 mentions)
- Another single mention item included:
 - Training, resources and policy updates.

See *Appendix C* for a complete list of responses.

3. Participants then divided into groups of three and spent ten minutes at each goal team table brainstorming on possible outcomes related to statewide goals. *See Appendix D* for a complete list of all brainstormed responses.
4. Goal Team facilitators worked with participants to create **one year plan of action**. Goal statements and observable indicators included:

NE WAN Partnership Goal Team facilitated by Deb Kruger

Goal statement: By fall 2008 the Partnership Goal Team will form strategies/action steps to strengthen all levels of day school and after school program staff relationships

Observable indicator/outcome: All levels of day school staff will support afterschool activities and staff.

NE WAN Policy Goal Team facilitated by Jill Jacklitz

Goal statement: By October 1, 2008, two members of the NE Regional WAN Policy will serve as a liaison to the state WAN Policy Team and help provide advocacy and policy assistance to local partners who attend WAN Regional Gatherings.

Observable indicator/outcome:

At each NE WAN Regional gathering, WAN partners will participate in at least one advocacy activity that they can take back and do at their local sites.

NE WAN Program Quality Goal Team facilitated by Deb Moellendorf

Goal statement: By October 1, 2008 will develop and/or select an existing program quality assessment tool

Observable indicator/outcome: Assessment tool is used to improve program quality.

Copies of a draft of each goal team action plan can be found in *Appendix E*.

NEXT STEPS

Short reports were given by team leaders. Deb Moellendorf led the group in determining next steps that included:

1. The group decided to meet four times a year in early November, March, early June and late August.
2. Best time of day to meet was from 8:30 a.m. to 1:30 p.m.
3. Any day but Monday was a good day of the week to meet.
4. Susan Werley volunteered to host the next meeting on November 2, 2007 in Menasha
5. Deb Moellendorf volunteered to host the March meeting in Merrill. March date will need to be decided on at the November 2, 2007 NE Gathering.
6. Jill Grambow and Susan Werley were interested in serving on the NE WAN Regional Planning Team. Carrie Hovland will follow up with them.
7. Kathi Vos will take the planning sheets home and have Carrie Hovland draft the report that will be shared at the November 2, 2007 NE WAN gathering. Carrie Hovland will work with the NE Planning Team to define the November 2 meeting agenda.

8. Remember that this is a work in progress and updates on this plan will be posted on the 4-H Afterschool Partnership webpage at <http://www.uwex.edu/ces/4h/afterschool/partnerships.cfm>
9. Feedback on this plan should be sent the NE WAN List serve at wan-ne-region@lists.uwex.edu or contact any of the NE WAN Regional planning team members listed below.

ACKNOWLEDGEMENTS

A big thanks goes out to the Kevin Konkol and Danielle Jandrain for hosting this planning event as well as to all members of the Northeast Regional WAN Planning Team for the September 20, 2007 gathering:

- *Debra Kruger, NE Regional 21st CLC Coordinator, debrakruger@laona.k12.wi.us*
- *Danielle Jandrain, Boys and Girls Clubs of Green Bay, djandrain@bgcgb.org*
- *Kevin Konkol, Boys and Girls Clubs of Green Bay, kkonkol@bgcgb.org*
- *Deborah Moellendorf, Lincoln County 4-H Youth Development Agent, Deborah.moellendorf@ces.uwex.edu*
- *Stan Kocos, Wisconsin Afterschool Network Rep from Fond du Lac, kidsclub@charter.net*
- *Katie Logan, Fond du Lac Boys and Girls Club, kburns28@hotmail.com*
- *Samantha Guse Baker, Fond du Lac Boys and Girls Club, guses@fonddulac.k12.wi.us*
- *Jill Jacklitz, Wisconsin Council on Children & Families, jilljacklitz@wccf.org*

These training events are coordinated by the University of Wisconsin Cooperative Extension 4-H Youth Development Program on behalf of the Wisconsin Afterschool Network (WAN) along with special grant from the MetLife Foundation in partnership with the National 4-H Council and the Mott Afterschool Network. Due to grant funds we are able to offer many of these training sessions with no participation fee or at a very low cost. Together we are converging for a common cause to help:

- Keep kids safe
- Inspire youth to learn and
- Help working families!

**Appendix A:
NE WAN Roster, Sept. 20, 2007 Meeting**

Last name	First name	Organization	Address Line 1	Address Line 2	Phone	Email	20-Sep	Attendance
Andrews	Ellen	4-H Youth Development	3365 W Brewster St	Appleton WI 54914	920-832-5122	ellen.andrews@ces.uwex.edu	<u>1</u>	1
Baker	Samantha	Boys & Girls Club				guses@fonddulac.k12.wi.us	<u>1</u>	1
Clementi	Chris	Boys and Girls Club of Fond du Lac	52 South Sophia St.	Fond du Lac, WI 54935		-	<u>1</u>	
Gilmet	Shawna	Boys & Girls Club of Green Bay				sgilmet@bgcgb.org	<u>1</u>	1
Grambow	Jill	Gegan School in Menasha				GrambowJ@mjsd.k12.wi.us	<u>1</u>	1
Jacklitz	Jill	Wisconsin Council on Children and Families	16 North Carroll St., Suite 600	Madison, WI 53703	608.284.0580, x325	Jilljacklitz@wccf.org	<u>1</u>	<u>1</u>
Jandrain	Danielle	Boys & Girls Club of Green Bay	311 South Oneida Street	Green Bay, WI 54303	920-494-7090 ext. 1052	djandrain@bgcgb.org	<u>1</u>	
King	Kelly	Boys & Girls Club of Green Bay			920-494-7090	kking@bgcgb.org	<u>1</u>	1
Konkol	Kevin	Boys & Girls Club of Green Bay	311 South Oneida Street	Green Bay, WI 54303	920-494-7090	kkonkol@bgcgb.org	<u>1</u>	1
Kruger	Deb	NE Regional CLC Coordinator	5216 Forest Ave	Laona, WI 54541	715-674-2143	debrakruger@lao.k12.wi.us	<u>1</u>	1
Logan	Katie	Boys & Girls Club of Fond du Lac	52 South Sophia St.	Fond du Lac, WI 54935	920-924-0530	kburns28@hotmail.com	1	
Martinez	Betty	Boys & Girls Club of Fond	83 Forest Ave	Fond du Lac,	920-924-		1	

		du Lac		WI 54935	0530			
Moellendorf	Deborah	Lincoln County 4-H	1106 E 8th St	Merrill WI 54452-0917	715-536-0304	deborah.moellendorf@ces.uwe.edu	<u>1</u>	1
Mullen	Mary	Menasha Joint School District Community Learning Center	501 Tayco Street	Menasha, WI 54952	920-967-1908	mullenm@mjsd.k12.wi.us	<u>1</u>	
Sell	Lindsey	Boys & Girls Club of Fond du Lac	83 Forest Ave	Fond du Lac, WI 54935	920-924-0530		1	1
Tanck	Brooke	Door County YMCA	1900 Michigan Street	Sturgeon Bay, WI 54235	920-743-4949	btanck@doorcountymca.org	1	1
Tipping	LeReina	Big Brothers Big Sisters of NE Wisconsin			920-498-2227 ext 229	lhollis@bbbsnew.org	<u>1</u>	<u>1</u>
VerBrugge	Maggie		intern			-	-	<u>1</u>
Vos	Kathleen	Department of Youth Development	431 Lowell Hall, 610 Langdon St.	Madison, WI 53703-1195	608-262-2496	Kathi.vos@uwe.edu	<u>1</u>	1
Werley	Susan	Menasha Joint School District	Gegan School 675 Airport Road	Menasha, WI 54952	920-967-1910	werleys@mjsd.k12.wi.us	1	1
Willis	Linda	Boys & Girls Club of Green Bay	311 South Oneida Street	Green Bay, WI 54303	920-494-7090 ext 1083	lwillis@bgcgb.org	<u>1</u>	1
							20	16

Appendix B: Fall 2007 WAN Accomplishment Report

Shared at September 26-28, 2007 Mott Lead Conference, Washington, D.C. , at September 21, 2007 WAN State Leadership Team meeting and WAN Fall Regional Gatherings

The Wisconsin Afterschool Network (WAN) is a public/private partnership of local and state organizations that help:

- **Keep kids safe**
- **Inspire them to learn**
- **Help working families.**

MISSION: To support schools and community partners in delivering high quality afterschool programs to diverse school age children and youth that increase academic achievement, enhance youth development and encourage family involvement.

VISION: All Wisconsin school age children and youth have the opportunity to attend a high quality afterschool program.

GOALS:

- Partnership** - Create a sustainable structure of statewide, regional, local and school-community partnerships focused on supporting high quality afterschool programs and influencing policy development.
- Policy** - Support the development and growth of statewide policies to secure resources needed to sustain new and existing afterschool programs.
- Program Quality** - Support statewide systems to ensure programs are of high quality.

On October 1, 2005, Wisconsin received a grant from the C.S. Mott Foundation to expand the Wisconsin Afterschool Network (WAN) to over 200 local and state organizations. There are currently over 450 individuals on WAN's e-mail list-serve.

Major WAN Accomplishments

WAN Partnership goal accomplishments include:

- Hosted Governor's Summit on After School Programs on February 7, 2006. 195 key stakeholders now better understand the value and need for quality after school programs.
- Created a communication system that includes two list-serves connecting 450 partners, a website and web based password protected work space.
- In 2005, formed a consensus on WAN's Governance Structure and re-examined it at the 2007 WAN Sustainability Retreat.
- Coordinated the July 19, 2006 WAN Retreat that empowered WAN State Leadership Team to take on key leadership roles.
- Consulted with the Finance Project and hosted a Tri-state (WI, IA & MN) Sustainability Retreat on June 25-27, 2007 to begin to create sustainability plans.
- Launched the Southeast, Northeast and Western WAN Regional Networks by recruiting 14 partners to develop a WAN Regional Leadership job description and facilitate four spring 2007 WAN Regional Gatherings for 100 partners.
- Collaborated with the Wisconsin Campus Compact to secure a VISTA Leader to assist with building the capacity of the WAN Regional Networks.

WAN Policy goal accomplishments include:

- Advocated for a federal budget appropriation with the Wisconsin Congressional delegation to increase 21st Century Community Learning Center funds.
- Coordinated a budget item narrative in the State Superintendent's Department of Public Instruction 2007-09 biennial budget request.
- Published two policy briefs (Mind the Gap and School's Out!) discussing the research supporting the role that high quality afterschool programs play in improving student achievement and promoting positive youth behaviors.

- Conducted advocacy training camps to help participants develop skills and knowledge to talk to policy-makers about the importance of afterschool.
- Hosted a Children’s Advocacy Day to train 120 partners on provisions to advocate for in the state budget, including funding for Afterschool and how to talk to policy-makers. Most participants then marched to the Capitol to visit their legislators and the Governor’s staff.
- Succeeded in getting a motion introduced into the state budget writing committee (Joint Finance) to provide state funding for afterschool programs. While the motion failed on an 8-8 vote, it helped educate members on the value of afterschool programs.
- Met with editorial boards at six of the state’s largest newspapers to discuss the importance of state funding for afterschool.
- Developed a funding proposal entitled “Wisconsin’s Expanded Learning Policy Project” to form a leadership team (comprised of the State Superintendent, governor’s education policy advisor, a legislator, a Department of Workforce Development administrator, a business leader and the Director of the Wisconsin Council on Children and Families) to develop policy strategies to enhance after-school and summer school programs. The focus will be on enhancing the academic success and career exploration of at-risk students in grades 6-9.
- Developed strategies to support federal earmarks and redirect federal funds to state afterschool efforts.

WAN Program Quality goal accomplishments include:

- Formed consensus on seven Guiding Principles for Afterschool Programs.
- Created a Continuous Improvement Process for Afterschool Programs (CIPAS) assessment tool and trained 35 staff, who then used it to review afterschool sites in nine Wisconsin communities. Seven afterschool sites successfully completed the CIPAS assessment with the support of mentors. Currently working with the Department of Public Instruction to develop a coaching model designed to support the implementation of action plan created as a result of CIPAS results.
- Aligned the CIPAS rubrics to reflect best practices for all types of afterschool programs.
- Collaborated with the Wisconsin Afterschool Association, Wisconsin Community Education Association, Wisconsin 4-H Afterschool and other partners to sponsor joint training on behalf of the Wisconsin Afterschool Network. This laid ground work for the WAN Training Consortium.
- Initiated a survey to measure staff competencies and further identify areas for professional development to support the WAN Training Consortium.
- In 2007, expanded program quality training opportunities to include Southeast Regional Educational Laboratory (SERVE) Afterschool Toolkit Train the Trainer workshop for 89 afterschool partners.
- In 2007, secured a \$10,000 MetLife Training grant entitled “Creating Partners and Advocates for Afterschool”. So far, 14 experienced staff trained 189 trainers at six WAN regional workshops. Trainers are currently working with 4-H staff in 11 local sites to train an additional 400 afterschool partners by October 1, 2007.
- Coordinated three Wisline Web sessions on May 11, August 14 and 23, 2007 to provide technical support and assistance to 35 MetLife grantees and WAN partners who participated in the WAN 2007 spring training sessions on “Building Partners and Advocates for Afterschool”.

Major documents and tools developed include:

- “Mind the Gap” and “School’s Out!” policy briefs
- 12,000 WAN Fact Card and Conference Table Tents whose logo design and printing costs were provided by the Wisconsin Education Association Council.
- WAN tabletop display
- WAN Governing Policies
- WAN Guiding Principles for quality staff development
- WAN Afterschool Funding Request for the 2007-09 State Budget
- WAN Theory of Change Plan for 2006-09.
- WAN website <http://www.dpi.state.wi.us/sspw/wan.html>
- WAN Building Partners and Advocates for Afterschool Toolkit, CD and website at <http://www.uwex.edu/ces/4h/afterschool/partnerships.cfm>

To join WAN and get on the WAN e-mail list-serve contact:

Tom Carpenter, WAN Roster Coordinator, University of Wisconsin –Extension, 4-H Youth Development, tom.carpenter@uwex.edu or 608-262-1223

For more information go to <http://dpi.wi.gov/sspw/wan.html> or contact:

- Douglas White, WAN Project Director, Wisconsin Department of Public Instruction, Douglas.white@dpi.state.wi.us or 608-266-5198
- Steven Fernan, WAN Assistant Project Director, Wisconsin Department of Public Instruction, steven.fernan@dpi.state.wi.us or 608-266-3889
- Kathi Vos, WAN Partnership Coordinator, University of Wisconsin–Extension, 4-H Youth Development, kathi.vos@uwex.edu or 608-262-2496
- Charity Eleson, WAN Policy Coordinator, Wisconsin Council on Children and Families, celeson@wccf.org or 608-284-0580
- Alison Wineberg, WAN Program Quality Coordinator, Wisconsin Department of Public Instruction, Alison.kromm@dpi.state.wi.us or 608-267-3751

Updated August 24, 2007

**Appendix C:
Results from “What’s in it for Me? What can I contribute?” Activity
September 20, 2007 Northeast WAN Regional Gathering**

<i>Name of individual and Organization they represent</i>	<i>What’s in it for me? (Initial Self-interests)</i>	<i>What can I or my organization contribute? (Possible Contributions)</i>
Samantha Baker, FDL Boys and Girls Club	Get new ideas-hear about other organizations stories and accomplishments	Give thoughts and ideas- let others know what works for us
Debbie Moellendorf Lincoln County 4-H Youth Development Agent	opportunity to learn/gain ideas from others	Ideas/Resources-Beyond grants funding ideas
Lindsey Sell Boys & Girls Club of Fond du Lac	Opportunity to learn/gain ideas from others	different ideas that we have tried that either worked well or did not wok well
Shawna Gilmet Boys & Girls Club of Green Bay	Builds connections and professional legitimacy-gain understanding of big picture financially-helps establish a sense of control of program	Insight regarding school partnerships and quality program-insight into the ups and downs of funding and program security
Jill Grambow Afterschool coordinator Gegan School in Menasha	Share ideas and practices -help and support over difficult issues -partners! -guidance	Ideas for what has worked for us -new directions -Support! -Possible partners
Kevin Konkol Boys and Girls club of Green Bay	more contacts -more info about other ASPs are doing -more connectivity to state and local issues -promoting our ASP	I can contribute my 14 years of experience to other programs -I would also like to contribute program ideas for older youth
Brooke Tanck	Ideas, resources, connections	
LaReina Tippings and Maggie VerBrugge	networking -ideas(others) -sharing tools	afterschool sports programming ideas
Sue Werley	Self Interests	Contribute time

Director of Extended Learning Menasha Joint School District	-program quality -won't have to re-invent the wheel -regional funding potentials	-new ideas -share successes and challenges
Kathi Vos WAN Partnership Coordinator	Converging for important common cause!	50% FTE 3 years
Jill Jacklitz WCCF	Connect with potential advocates	Training -Resources -Policy Updates
Deb Kruger NE Regional 21 st CLC Coordinator	Support for advocating for increased funding for afterschool programs	I can or my organization can: -offer time -offer ideas/input

Appendix D: Goal Team Brainstorming List of Ideas to Consider

Partnerships Goal Team Ideas – Facilitated by Deb Kruger

External

- Business Partnerships (what already exists)
 - What in it for them?**
 - Local Businesses
 - Benefit Community
 - Affects their own employees lives
 - existing business programs participate in reciprocate support of business

Creating New External Partnerships

- ID reg and state business
- CHAMPIONS
- recruit new business champions
- hotels, new businesses, rest

Internal (defined as partnerships that event need to happen in order to have an after school program)

- Form and strengthen internal partnerships
- school board
- principals
- teachers
- paraprofessionals
- secretaries
- Strengthen/Develop local volunteers' partnerships
- internal partnerships
- with school day staff
- School-dedicated display area
- attend staff meeting (include secretaries)
- attend school board meetings

Policy Goal Team Ideas – Facilitated by Jill Jacklitz

STAFF

- Staff and Directors feel comfortable doing advocacy
- what are our roles?

PARENT

- parents involvement in afterschool advocacy
- helping parents tell their stories
- how and why?

BOARD

- Engage board members in meeting
- With legislation
- (Understand connection between state policy and funding for individual programs)
- raise awareness of afterschool

(Site based verses community based)
(School based vs. own bldgs)

Program Quality Ideas – Facilitated by Deb Moellendorf

Program Quality

IMPACT ASSESSMENT TOOL

- Develop common outcomes to institutionalize
- public funding

PROGRAM ASSESSMENT TOOL OPERATIONAL

PROGRAMMING TOOLS

- tip sheets
- websites
- partnerships
- trainings

MENTORING STAFF

- one-on-one mentoring

**Appendix E:
NE WAN Goal Team Plans**

GOAL TEAM PLAN: NE WAN PARTNERSHIP TEAM

NE WAN Partnership Goal Team facilitated by Deb Kruger

Goal statement: By fall 2008 the Partnership Goal Team will form strategies/action steps to strengthen all levels of day school and after school program staff relationships

Observable indicator/outcome: All levels of day school staff will support afterschool activities and staff.

Specific Steps to reach this goal:	By Whom? Or What Quality?	By when?
Goal 1: Create template to identify the steps of “ideal” relationship building process” to involve all district staff in support of after-school programs	Goal 1: Samantha Baker and Susan Werley will recruit a variety of people(live staff, school contracted staff, etc) to be members of a committee to develop template	Goal 1: 2 nd WAN Regional Meeting
Goal 2: Gather and share “ Best practices” stories exemplifying this process	Goal 2: Bring rough drafts to the second WAN regional meeting. Collect “Best practices” at next WAN regional meeting.”	Goal 2: 2 nd WAN Regional Meeting
Goal 3: Train regional members on the use of template	Goal 3: Completion of template and training of at staff at last	Goal 3: 3 rd WAN Regional Meeting, End of 2007-2008 school year
Goal 4: Follow up with post assessment survey of the results of training and template	Goal 4: ?	Goal 4: November 2008
Names of planning team; Deb Kruger, Susan Werley, Samantha Baker		

GOAL TEAM PLAN: NE WAN POLICY

NE WAN Policy Goal Team facilitated by Jill Jacklitz

Goal statement: By October 1, 2008, two members of the NE Regional WAN Policy will serve as a liaison to the state WAN Policy Team and help provide advocacy and policy assistance to local partners who attend WAN Regional Gatherings.

Observable indicator/outcome:

At each NE WAN Regional gathering, WAN partners will participate in at least one advocacy activity that they can take back and do at their local sites.

Specific Steps to reach this goal:	By Whom? Or What quality?	By when?
Goal 1: Members attend advocacy training camps	WCCF and Boys and Girls Club	Goal 1: Feb.
Goal 2: Conduct Director training in Menasha		Goal 2: March
Goal 3: Advocacy training at NE Regional		Goal 3: April
Names of planning team: Jill Jacklitz, Kelly King and Shawna Gilmet.		

GOAL TEAM PLAN: NE WAN PROGRAM QUALITY

NE WAN Program Quality Goal Team facilitated by Deb Moellendorf

Goal statement: NE WAN REGIONAL PROGRAM QUALITY TEAM by October 1, 2008 will develop a program quality assessment tool

Observable indicator/outcome: Assessment tool is used to improve program quality.

Specific Steps to reach this goal:	By Whom? Or What quality?	By when?
Goal 1: CIPAS and SACERS, SEDL afterschool toolkit -WAN guiding principles for afterschool program	Goal 1: Committee with various positions/programs Settings(geography, economics/location)(Jill Grambow, Linda Willis, Debbie Moellendorf and others)	Goal 1: Jan/Feb. 2008
Goal 2: Identify core areas that need to be assessment(is safe, fun, educational)	Goal 2: Committee....	Goal 2: Jan/Feb. 2008
Goal 3: Identify what core areas look like in a quality program and a scale for assessment	Goal 3: Committee....	Goal 3: April 2008
Goal 4: Pilot with various programs and modify based on pilot	Goal 4: Committee....	Goal 4: September-December 2008
Goal 5: Provide/more tool available to after school programs	Goal 5: Committee	Goal 5: January 2009
Goal 6: Provide opportunities for programs to network and share resources/team from each are to improve	Goal 6: NE Regional members at mtg. similar to today's	Goal 6: May/June 2009
Goal 7: Developing structure for creating programming based on assessment tools	Goal 7: NE Regional members at mtg. similar to today's	Goal 7: May/June 2009
Names of planning team: Jill Grambow, Linda Willis, and Debbie Moellendorf		