

# Building 4-H Afterschool Programs Work Team Notes

Monday, Sept. 27, 2004 Phone Conference, 1:00 – 2:30- p.m.

## I. Introductions & Brief update

1. Who can take notes today? *Joan Wimme volunteered, Kathi Vos did edits and combined Joan's notes with the in-depth agenda outline.*
2. Review Notes from 4-H Afterschool May 4, 2004 phone conference. *Notes approved as sent.*
3. Any additions to the Agenda? - *None*
4. Share *one thing* that happened since May 4, 2004 phone conference related to 4-H Afterschool

### *Joan's Notes from Roll Call:*

*Jenny Neumann – Collaborated on AS Training for NE District*

*Denise Retzleff – Starting club with Boys/Girls Club*

*Paula – Revamping clubs*

*Kathy K. - Working with Vista to start Middle School Program*

*Meg – 1<sup>st</sup> Continuing work with newsletter*

*Gloria – Vista working with 3 sites*

*Kathi V. – Met with Greg with long report, he's very supportive of our work.*

*Joan – curriculum, Solon Springs club starting*

## II. BRIEF Subgroup Reports:

**NOTE:** Subgroup leaders, if you have any updates please send to the team list serve at: [WI4HAfterschoolWorkTeam-list@uwex.edu](mailto:WI4HAfterschoolWorkTeam-list@uwex.edu). Contact Judy Ballweg at 608-263-1095 if your wish to schedule a teleconference for your work team, just cc. Co- chairs Gloria, Paula & Kathi and keep us informed.

### A. Training [*Still Empty*, \* Chair, Jenny Holm, Linda Eisele,

1. Received \$10,000 National 4-H Council Training Grant
  - a. Report on fall training for Afterschool Collaborators
    - Grand Chute on Sept 10, 2004 [Jenny Neumann]
    - Madison on Sept 15, 2004 [Sally Bowers]
    - Minocqua on Sept 21, 2004 [Gloria Fauerbach]
    - Racine on Oct. 29, 2004 [Tom Riese]
  - b. *JC Penney Grant Mid Term Reports was due to Kathi Vos by Sept. 29, 2004.*
  - c. Should we put all handouts up on new 4H Afterschool Desire to Learn Online Course that was written into this grant? On our 4H Afterschool website? *Yes, proceed as fast as we can after we get the 4H Afterschool website up. Linda Eisele will work with Kathi Vos and try to get a draft done by Jan. 1, 2005. Denise suggested that we put it up and let it be available to everyone throughout the year. Kathi suggested that we provide discussion board support for a specific time each fall and spring.*
2. District Training Update

- a. Western District was Sept. 14, 2004 [Jenny Holm, Marie Ritcher. Gloria and Kathi facilitated. ***It went great!!***]
  - b. Phase II Training in Northeast District scheduled for 1/26/05 [ Paula, Kathy Kauth & Denise Retzleff will work with Kathi Vos on this. ***It should focus on Starting 4-H Clubs in and Afterschool Setting.***]
  - c. Southern District [Sally Schoenike said she'd let us know after 5/27/04 mtg, but she did not get back to us. They received training by Kauth, Huff and Vos in fall 2002 before we were an official workteam. ***Have not gotten another request from the South yet.***]
3. Training Track for Spring 2005 4-H Program Unit Conference
- a. Do not have a date or format. Hope to know more in mid Oct. See 9/24/04 e-mail sent to Gloria & Kathi. ***NOTE: Since this phone conference we have found out that there will not be an opportunity to offer a track within the conference, so we are suggesting a Preconference workshop on April 19, 2005. See 4-H Program Unit Proposal for more details.***

***Joan Wimme's notes on Training Report:***

***Kathi: Need some new people to join this team, even though everyone has helped. JCPenny grants- Jenny reported on the training, 39 staff attending from various agencies, and 2 Vista workers. Kathi K. said she received excellent feedback from various people. Sept.15 training in Dane County: Morning workshop and consulting in afternoon, liked Skill-a-thons best, 25 people from various agencies. Sept. 21, Minocqua training: Northern District, 4 educators, 2 Vista, and 21 participants from agencies. Good turnout and positive feedback. Racine scheduled for October 29<sup>th</sup> during teacher convention.***

**B Curriculum:** [Paula Huff\*, chair; Jenny Naumann, Kathy Kauth, Mary Thiry & Linda Eisele]

1. Use National 4H Criteria For Reviewing WI 4-H Afterschool Materials
  - a. Note: if 3 or less activities do not have to meet Criteria 13 & 14
  - b. Passed first single activity entitled "I Feel Silly" by Kathy Kauth
2. 4-H Afterschool Curriculum Template works. We will use it as a model to help other staff create Activity Plans.
3. Work group is met again on Oct 13 via phone to review Paula's teaching packet on "It's a Small World"
  - a. ***This passed all of the first 13 criteria on Oct. 13. The 4H Afterschool Work team will help the author collect evaluation data so that it can eventually meet Criteria 14.***
4. Will feature Kauth's "I Feel Silly" and Huff's "It's a Small World" work on the Nov 11, 2004 Wisline and at the Writing Retreat following it as well as on our 4H Afterschool webpage when it is up. **Note: This Wisline has RECENTLY been changed to Nov. 10 from 3:00-4:30 and we only have 20 minutes to present.**

**C. Starting 4-H Clubs** [Meg Dallapiazza\* chair, Joan, & Denise]

1. See updated version of Program Reference Sheet Grid [Sent via e-mail on 9/22/04]
2. Sent a copy of 4-H 101 CD, Notebooks with PowerPoints to workteam. Do we want to adapt and use parts of this?
3. Do we have a few county models we would like to share?
4. Does this become our Phase II of our face to face training? Should we start on this in the Eastern District in Jan 26, 2005? If so, who wants to work on this?
5. Do we want to adapt the "Starting 4-H Clubs" Online Course that Nancy Franz and Linda Kustka created two years ago? [maybe?]
6. Other tools we need to create or adapt?

***Joan Wimme's notes include:***

***Starting 4-H Clubs Committee: The resource grid has been updated. Meg said she has received several calls from people. The CD was sent out to Meg, Joan, and Denise. Kathi will send to others who would like to receive one. The on-line course, Strengthening the 4-H Club, was archived on Blackboard and can be updated if the team would like. This could be the basis of our Phase II training. Where does this committee want to go from here? Need people to get going on this topic.***

**D. Sustainable Professional Development & Marketing:** Gloria\* chair. ***Now there is no one else working with Gloria on this. Who wants to help Gloria?***

1. 4H AS PowerPoint versions, put on webpage? [Gloria]
2. Received from National 4-H Council Training Grant and bought
  - a. 4-H Afterschool 31 Banners [\$30 each]
  - b. 4-H Afterschool 100 tote bags
  - c. 4H Afterschool Stickers, pins & tattoos
  - d. Mary Ellen Bell adapted a news Release from J.C. Penney
  - e. NAE4HA JC Penney Excellence in Afterschool Award [Joan Wimme], See e-mail sent on 9/22.

***Joan Wimme's Notes on: Sustainable Development and Marketing***

***Gloria reported on sending out the Shades of Green presentation and getting this on the website. Gloria will resend the PP out to everyone. Mary Ellen Bell sent out an article on AS to Country Today. County people received an AS flag and other promotional items for those who attended the JCPenny training.***

**E. Sustainable Funding & Partnerships:** Mary Thiry\*chair of & Joe Stellato

1. VISTA Grant Update [Mary]
2. Grant writing workshops [Mary]
3. Other grants in progress [Mary]
4. WAA Update [Linda Eisele]
  - a. Extension rep on WAA Board is Kathi Vos
  - b. 4H Afterschool Team are now WAA members
  - c. WAA Seminar Proposal [see 9/23 e-mail]
  - d. WAA Newsletter articles
  - e. New WAA name and logl

5. DPI collaboration update [Kathi]
6. National MOU's with Boys & Girls Clubs, Junior Achievement [Kathi]

**Joan's Notes**- *This report on Sustainability and Partnerships was tabled for Mary Thiry was not on the phone conference and we ran out of time.*

**F. Webpage Subgroup** [Mary T\* Chair, Meg, Paula, James, Gloria]

1. See draft sent to you on 9/ 22/04. Go to <http://www.cfmxtest.uwex.edu/ces/4hafterschool/>
2. Work was done by Racine County VISTA Techie named Issac Kulka
3. Site map done by Kathi Vos
4. Additions, suggestions, next steps?

**Joan Wimme's Notes:** *Web page Subgroup- The shell of the page is done and everyone should have seen it. Let's keep working on this.*

**G. Evaluation & Theory Workgroup** [Kathi\* Chair, Gloria, Denise, Paula]

1. Any Questions on Evaluation Plan?
2. **Using ECI National Evaluation** plus one page WI. So far Kathi has collected data from 2 Districts and 4 workshop sites. Need 2-3 people to be trained by Toni DeWeese on if we want to encourage everyone to do the ECI report.
3. **Life Skill Study and Theory Paper** update. We will work with Ina Lineville at the Oct. 21, 2004 consulting session
4. **Nov. 18 Wisline Web Scholarship Presentation** on the "Rationale, Program Delivery Models and Theoretical Base" - Cancelled  
*Lets cover this topic at spring 4-H Program Unit Preconference.*
5. Need for **Essential Elements of 4H Afterschool Tip Sheet** [Paula]

**Joan's Notes on Evaluation:** *ECI evaluation training need to be scheduled. Need 2-3 people to be on this phone conference training. The Nov. 18 Wisline was cancelled. Essentials of AS4-H tip sheet is very good and can help with the evaluation process. It needs some work at this point and complement s The Essential Elements of 4-H Youth Development presentations that are being touted by Kathann Kress, our USDA 4-H Youth Development Director.*

### III. Next Steps

**Decision Items:**

1. Decide on Priorities for submitting application for Wisconsin 4-H Program Area Special Funds [See 10/14/94 e-mail that Kathi sent to you.]

**Joan's Notes on Special Funds proposals:** *Advance the work team priorities and their work. Use the funds by 6-30-05. \$5,000 has been set aside for an online course and Kathi is working with Alan Ng on the first course. The spring youth development conference will use some \$ for an after school tract—we could ask for up to \$15-20,000 for ASP. Gloria also suggested a pre-conference day. Discussion on tech support ideas, web page, and online courses. Also consider evaluation and phase 2 of*

*face-to-face training. There was support for all of these ideas. Kathi will draft and send out to all work team members.*

2. Decide if we want another 4-H Agent to replace James Pointer as Tri-chair. *On the phone conference no one spoke up. Since then Paula Huff has volunteered to serve as Tri-Chair. She helped Kathi put together the Agenda for 10/21/04 meeting while Gloria was on vacation. Thanks Paula!*
3. Decide on date and focus for the next face to face meeting of the entire workteam  
*Joan Wimme's Notes: Face-to-Face Meeting: Scheduled for Oct. 21, 2004 at Lowell Hall, starting at 8:30 am and ending at 3:00 p.m. We will meet with Ina in the morning and then meet as a team in the afternoon.*
4. *Still need someone to take James Pointer's role as chair of the Training Team.*

## **Update on Building 4-H Afterschool Programs Task & Timeline:**

### **OCTOBER**

**Oct. 6, 2004 -- DPI's 21st Community Learning Center Grantees meeting** at Kalahari Resort, WI Dells. Kathi Vos was an Exhibitor and presenter in the Share Fair. She shared the What a Character Skillathon and Theatre Arts Teaching Kit. John Demontmollin also presented his 4H Afterschool Archery Program.

**October 7, 2004, Wisconsin Community Education Association Conference,** at Kalahari Resort, WI Dells. Denise Retzleff shared the What a Web Skillathon and Environmental Ed teaching Kit.

**October 13, 2004,** 10:00 - 11:30 Curriculum Workgroup phone conference, Conference Code 8059# Reviewed Huff Teaching Packet. Passed the first 13 criteria and will get the work team to help with collecting evaluation data to meet Criteria 14.

**Oct. 14, 2004 -- Lights on Afterschool Local Celebrations.** All Wisconsin 4-H Afterschool Work Team members should be either sponsoring or collaborating on this at your local level.

**Oct. 21, 2004 -- 8:30 a.m. - 3:00 pm, in the Lower Lounge, in Lowell Hall. The National 4-H Afterschool Scene -- A Working Dialogue, with Dr. Ina Linville,** a specialist from Missouri and a member of National 4H Afterschool team is in WI for CYFAR visits, so we have asked her join us for a very special working dialogue. Ina will be share insights on her paper entitled "4-H Afterschool: Rational, Program Delivery Models and Theoretical Base: A Reference for Extension Professionals **NOTE: This will also be the face to face meeting of the entire 4H Afterschool Work team, so we hope EVERYONE can join us.**

**Oct 29, 2004 -- JC Penney 4H Afterschool Training, 8:30 - 3:00 p.m.** at the Racine County Extension Office for Racine, Kenosha, Waukesha & Milwaukee Counties, Tom Riese is the contact

## NOVEMBER

**NOTE NEW DATE AND TIME for Nov. 10, 2004, 3:00 – 4:30**

**Afterschool Curriculum 4-H Youth Development Wisline** in at your office. We have 20 minutes and will feature Kauth's *I Feel Silly Activity* and Huff's *It's a Small World four part Activity Plan*.

**Nov. 11, 2004**, 9:00 am - 3:00. -- **4H Afterschool Curriculum Writing Retreat**, in B1A in Lowell Hall, Madison

**Nov. 12, 2004** -- **4-H Afterschool Team Face to Face meeting for ALL Work team** members, **Cancelled and combined with the Oct. 21, face to face meeting in Madison.**

**Linda Eisele** had agreed to train us on "National School Age Child Care Standards for Quality School-Age Care" as well as the "School-Age Care Environment Rating Scale" Still need training on this topic at a future meeting

**Nov. 15, 2004**, 1:00 - 2:30 pm -- **4-H Afterschool VISTA phone conference**, Mary Thiry in charge of agenda

## 2005

**Jan. 26, 2005** -- **4H Afterschool Northeast District 4-H Agent Training**, 10:30 - noon, Fond du Lac, Denise Retzleff, Paul Huff, Kathy Kauth, & Kathi Vos will be on the training team. **Focus will be on Starting 4-H Clubs in Afterschool Settings.** [We have now been to all six districts at least once.]

**Feb. 17, 2005**, **DPI's 21st Community Learning Center Grantee Wisline Web**, 10:00 - 11:30 am., Kathi Vos, Paula Huff & Gloria Fauerbach will co-present with Stan Potts. Paula and Kathi recently had the Wisline Web demo and they think it has lots of potential!

**Feb. 24-26, 2005** -- **National Afterschool Association Conference** in San Antonio, TX. Kathi Vos and Linda Eisele are submitted a seminar entitled "Creating Extraordinary 4-H Learning Experiences" .Still waiting to find out if it is accepted.

**April 15-16, 2005** -- **Wisconsin Afterschool Association [WAA] Conference** [formally known as Wisconsin School Age Child Care Association], Waukesha, WI. For the past five years 4-H has had a booth at this conference. Last year Paula Huff and Kathy Kauth taught a seminar. All Wisconsin 4-H Afterschool Workteam members are now members of WAA. Kathi Vos is a new WAA Board member.

**April 19, 2004** – **Building 4H Afterschool Programs Preconference, Sheraton Hotel in Madison.** Pending approval of \$ from Greg Hutchins.