

4-H Afterschool Work Team Meeting September 4, 2003 Wood County Extension Office

Present: James Pointer, Cathy Duesterhoeft, Meg Dallapiazza, Joan Wimme, Jackie Love, Kathy Kauth, Jennifer Nauumann, Gloria Fauerbach, Mary Thiry, Paula Huff & Kathi Vos

I. Focus on Today's Task

James gave an overview of the agenda. Gloria asked people to list the things they hoped to accomplish today. Kathi listed these items on the flip chart:

1. Align county, state and national reporting needs
2. Understand the evolution of our planning efforts
3. How to work with other Grant RFP's & look for alignment of goals
4. Gear up to support other Extension Staff
5. Take action....do things
6. Deal with nuts & bolts questions from county staff [ie Denise Retzlaff's e-mail survey]

II. Overview of 4-H in a Box

1. Gloria gave an overview of *Guiding Growth – Training Staff for Working with Youth in After-School Programs*.
2. James reviewed *Starting 4-H Clubs in an After-School Programs*
3. Kathi introduced *Extraordinary Learning Opportunities, A Sampler of 4-H Afterschool Activities*.
4. They noted that we need to adapt these publications for training staff locally and add more Wisconsin support material. Like any national publication, this needs to be adapted for Wisconsin, but it is a good start. We should NOT reinvent the wheel, but use this as a base.
5. We talked about doing a Blackboard course to support materials found *4-H in a Box*, as well as add other localized Wisconsin materials such as the Project Teaching Kits that were developed by the NE District 4-H Agents.
6. Kathy Kauth wanted the *4-H in a Box* materials available online, so she could cut and paste them for adaptation for her local programs.

III. Review of Wisconsin's 4-H Afterschool Logic Model Plan

1. Add Joan Wimme to team member list. Change Jennifer's title to Youth Development Coordinator on page 2.
2. Add "Afterschool staff trained" to Participation Projections on page 2. Also need to add numerical projections for 2003-2005.
3. Members of the 4-H Afterschool work team should send other edits to the plan to Kathi Vos for it is still a "work in progress".

IV. Confirmed Work team Assignments [* indicates lead person.]

If you were not in attendance at this meeting please let Kathi Vos know where you would like to contribute. We then broke down into these work teams.

1. Curriculum [Paula*, Kathy K, Jennifer & Kathi V]
2. Training [James*, Cathy D., Jackie]
3. Starting 4-H Clubs [Meg*, Joan]
4. Sustainability
 - a. Marketing [Gloria*]
 - b. Professional Development [Gloria*]
 - c. Fund Development [Mary*, Jackie and Cathy D]
 - d. Partnerships [Mary*, Jackie and Cathy D]

V. Group Reports

Curriculum Work Team Report [Paula*, Kathy K, Jennifer & Kathi V]

1. Develop the training component for the curriculum, then hand it off to James and the Training Team to DO the training
2. Develop two training tracks
 - Professional Track [YD professionals in Extension]
 - Learner outcomes/project skills
 - Standards based
 - Integrate Experiential Learning Model
 - How to develop curriculum using this model
 - Paraprofessional Track
 - How to teach the experiential learning model
 - Ages & stages
 - Learning theories (practical application)
3. Make quality curriculum available
 - They looked over the National Juried curriculum criteria and agreed that it is also appropriate for 4-H Afterschool
 - They are encouraging the promotion of the NE District Project Kits
 - Refine the activity template –
 - Get it ready to be used by all
 - 4-H Afterschool team will develop a simple review process
 - Then put it up on State 4-H Webpage so it can be sorted by content topic, life skill and academic standard.
4. Need to develop program impact evaluation tools with help from Heather Boyd

Training Work Team Report [James*, Cathy D., Jackie]

1. Curriculum training will focus on:
 - Experiential Learning
 - Ages & Stages
 - How to utilize curriculum
2. Youth as learners
3. Service Learning/Community Service
4. Guidance/Discipline
5. Involving Parents/Community
6. Health/Nutrition
7. Evaluation

8. Philosophy and educational framework

[The Training team will develop training action plan after results of Gloria's survey are in]

Extension Staff Development Work Team Report [James]

1. Curriculum
 - Objectives written
 - State Standards
 - How adapt Extension Curriculum
2. How organize After School Clubs
3. Evaluation
 - Life skills
 - How to support the Logic Model plan

Need: Definition of 4-H Afterschool and other out of school time programs. The group will relook at the WI 4-H Youth Development policy that Donna Menart has worked on. Kathi Vos will send it out to the entire 4-H Afterschool work team.

Starting 4-H Clubs Work team Report [Meg*, Joan]

Short Term

1. FAQ Sheet
2. Campground grid
3. Intro Sheet [Why do 4-H AS]

Completion Date = by October 15, 2 003 distributed by e-mail, Youth Line and webpage

Long Term

1. Research/Foundations
2. Models
3. Curriculum
4. Nuts & Bolts
5. Assessmenets
6. Evaluation Tools
7. Plans & Reports
8. National materials and other Good Stuff

Completion Date = May 2004 and will be distributed to every county 4-H Youth Development Agent

Sustainability Work Teams

1. **Marketing Workteam Report [Gloria*]**
 - o Ok as is the plan, question is where is the money to support this?
 - o Media, will develop and use from National 4-H Afterschool
 - o Need to get more visible with peers in the state, WISLINE 4-H Afterschool spot in January. Need to share with total staff
2. **Professional Development Work Team Report [Gloria*]**
 - o Survey 4-H Staff on needs.[Gloria will type this up and share with all, then have Heather help us clean it up.]
3. **Fund Development Work Team Report [Mary*, Jackie and Cathy D]**
 - o 1. By 9/30 submit Part B, VISTA proposal

- By 10/15 Send out e-mail 4-H Agent Survey Results on Afterschool needs
 - By 11/15 Follow up survey reminder
 - By 12/1 Compile Survey Results so we can review at Dec meeting
 - Extension Grant Hotline
 - By 1/15/04 Extension Web based Celebrations
 - By 10/15/04 Submit and/secure 1-5 statewide grants
4. **Partnerships Work Team Report** [Mary*, Jackie and Cathy D.]
- Kathi V & Linda E give quarterly updates on Mott grant on the WI Afterschool Network [ie. WISACA, Tri-State, National 4-H Afterschool] Note: As of 9/15, this Mott Grant did NOT get funded.
 - Develop additional connections with appropriate agencies [DPI, DOE]
 - Statewide Electronic Newsletter celebrating partnerships [coordinated by VISTA]
 - Integrate community based sustainability for the long haul

VISTA Grant Update [Mary T.]

1. Passed out K. Vos 6/19/03 Part A 4-H Afterschool draft and Thiry's VISTA Project Application Part A.
2. Most VISTA members will start in January 2004 so they can attend the Feb. VISTA training. Others will start in spring and attend the summer training.
3. VISTA staff can work 32-40 hours. This is considered full time work, they cannot hold another job.
4. Part A Grant, was approved for 10 VISTA members by the Wisconsin State Office for the Corporation for National Service. So far Milwaukee, Brown, Racine, Waukesha, Washington, Wood, Florence, Douglas, Iron are interested. There is room for two more counties to get involved. They can designate if the focus is 4-H Afterschool, Youth in Governance or Youth/Family Development.
5. RFP will go out to the 4-H All-list & FLE-All-list early next week and due to Mary T by Sept. 22, 2003.

VI. Next Steps

1. Need help with Evaluation to support this plan of work. Kathi will contact Heather Boyd to review our Logic Model plan.
2. Next meeting is the Dec. 3-4, 2003 Work Team in Madison. Work teams can hold phone conferences and use e-mail to continue their work.
3. Curriculum Team is meeting on Oct. 3 in Brown County
4. Final Reflections: We want a definition of Wisconsin 4-H Afterschool by December 1, 2003. Let's end the argument on semantics, roll up our sleeves and just DO it! Please refer to the definitions on page 6 of the 4-H Afterschool Rational, Program Delivery Models and Theoretical Base document that Kathi passed out to all work team members.