



21st Century Community Learning Centers Advisory Council Meeting Minutes

Date: February 24th, 2012

Time: 9:00 a.m.

Location: SLES (MRA Room)

Attendees (see official sign-in sheet): Jennifer Burnett, Paula Armon, Sheri Henson, Stephanie Henson, Detra Coley, Pat Moore, Tina Lawless, Tina Scheer, Pam Whetstone, Mary Dunning, and Amy Ramage

- A. February's Agenda and December's Minutes were read and no corrections were suggested.
- B. Afterschool Calendar Adjustments:
 - Spring conference in March on the 5th through the 8th made it necessary to not provide afterschool programming that week.
- C. YPQA Observation Dates & What's Next
 - Each site discussed YPQA (internal) observation dates and deadlines for scoring.
 - i. NSA – Feb. 23 & 27
 - ii. MRA - Feb. 29 and Mar. 1
 - iii. OZONE – Mar. 19 & 20
 - iv. PASS – Mar. 22
 - v. Desk Review for PASS – Jan. 12
 - vi. State Site visit for OZONE – Feb. 1 & 2
 - External observations from CEEP are to be conducted on March 28th and 29th. Summaries will be available in May. Improvement plans will be developed utilizing YPQA scores.
- D. Site Activities Update
 - Each site discussed using Discovery as a tool for digital learning.
 - Operation Preparation will be conducted in March at the middle school and high school.
 - Reality Store will be conducted on March 27th.
 - April 17 is WKCTC Open House.
 - 21st CCLC website: <http://livingston21cclc.org>
- E. Attendance Update: Each site has averaged the following for the past three months...
 - Attendance has been steady at the elementary sites but has decreased at the middle/high school sites.

- F. Parent Handbook Plans and/or assignments: Each site was presented with a sample handbook. Each site is to bring back ideas for a Livingston County 21CCLC handbook by May 4th.
- G. Summer Plans: each site will receive \$5,000 to supplement summer activities. Summer activities are scheduled for June 4th - 29th.
- H. Grant Funds Report: purchases need to be finalized by the end of April.
- I. Open Floor: co-applicants and site staff collaborated regarding activities at this time.
- J. Next Meeting Date: May 4th – SLES – MRA Office – 9:30
- K. Closing Remarks: discussed tentative agenda items for next meeting.
 - Handbook ideas
 - Summer plans
 - Evaluation Summaries
- L. Adjourned: 12:30