

CSGP REGION 3 MEETING MINUTES
September 9, 2004

- I. Present**
Anibal Casas, Bina Lefkovitz, Diana Ely, Tania Garcia-Cadena, Frank Kennedy, Ken Lake, Jessica Larsen, Pete Smith, Deborah Twombly, Jasmine Smith, Leslie Smith, Panna Putnam, John Roina, Cami Farnham
- II. Welcome and Introductions** **Panna Putnam**
- III. Review of Year #1 – Power Point** **Panna Putnam**
(It is on the CSGP web page)

Ken Lake (Placer COE) started by giving an overview of Year #1. He's been working closely with Andre Sims to help incorporate curriculum and character development. They implemented a Rope Course and at the end of the year rewarded kids with barbecues, picnics and fun rope course competitions. Andre Sims is a trained black belt and used his skills to incorporate a lot of Tae Kwon Do/self defense training. This taught them a lot of self discipline. Goals for Year #2 are to work closely with Karen Green (CBO) on a project of preserving local history. They will be training kids to use digital video cameras to interview local elders in the community. The kids will learn technical skills of videography, editing, and interviewing techniques. The videos made will capture the history of Placer County, and be archived for future use. This will be their main community service project focusing on expelled students and incorporating some suspended students.

Pete Smith (Sacramento COE) gave an overview of challenges in Year #1. Their biggest challenge was collecting permission slips from parents, and collection of data. Budget cuts were also a challenge, shutting down schools during the summer.

Tania Garcia-Cadena (Yolo County – Hands Together, Inc.) gave an overview of challenges for Year #1. Their biggest challenge was a low number of referrals. But because the numbers were low, they were able to place every student. Goals for year #2 are to work closely with hearing officers. They've added Jasmine Smith, Administrative Assistant to their staff which will help with data collection. They will also try to get more suspended students involved.

Anibal Casas added that they also had difficulties collecting permission slips from parents. But they had a great deal of success placing kids in community service that met their interests. They also had some students in the summer. Several worked at the Yolo County Fair.

Deborah Twombly (Tri-County – FNL) gave an overview of challenges for Year #1. Their first challenge was having no success in working with the COE's. They have since improved relations with principals, COE's, and Juvenile Hall. They worked closely with Probation Officers, taking kids from Juvenile Hall to work in Rope Courses and Boot Camp. Kids worked on tearing down old courses and building new courses. They are trying to tie this in with ROP. Majority of students are Seniors and Juniors.

Diana Ely (Nevada COE) gave an overview of challenges for Year #1. Their biggest challenge was that CBO's closed due to budget cuts. They utilized Food Bank, Library, tutoring elementary students, and environmental training (using Bridgeport Science Center on the Yuba River). They had positive feedback from students. Goals for Year #2 are to expand from servicing mostly middle school students to including peer court students. Continue working with Bridgeport Science Center. The county office bought the local TV station and they plan to have CSGP kids make public announcements.

Frank Kennedy (Volunteer Center of Sacramento) gave an overview of challenges for Year #1. Main challenge was budget cuts and like others, getting kids signed up and getting permission slips from parents.

IV. Evaluation Updates

John Roina

John gave a brief overview of the Grant Evaluations Meeting he attended in Monterey. Compared to most programs in the state we're light years ahead in terms of getting our reports in on time. Unfortunately, the data we did collect is not enough. New data collection instruments are in place. The state wants part of annual report submitted with each quarterly report. John will post the segments of the annual report on the web page. Reflection pieces are not enough. Quarterly reports will now include pre/post surveys, and reflections.

John also reported that the auditors liked the centralized database. However, the numbers in the database are not matching the numbers on the quarterly report.

John stressed that the auditors are looking for a paper trail. They want to see all data on students and see a paper trail of evidence of those students being enrolled in CSGP program (ex. attendance rosters, evidence of community service, photos, products, etc.).

Data entry needs to be ongoing. Do not wait till the end of quarter to input data. And data on quarter report needs to match the database.

The final report is now being put together in pieces. John instructed everybody to use their database to collect numbers. If your database is kept current, it will help you with completion of your quarterly report.

Year #2 Data Collection - Statewide evaluators want a minimum of 25 students that complete program. Handouts given on CSGP Data Collection. Examples of photos, videos, resumes, etc. are all evidence of community service completed. John encouraged everybody to remain positive about data collection.

John reviewed changes in database. He gave the following handouts:

- Agreement Form
- Application to be a CBO
- Student Registration Form
- Emergency Form
- Permission to Photograph
- Revised pre-post survey
- Student Transition Monitoring Form

Pete Smith (SCOE) said that they have designed a consolidated form and he will send a sample to John to review.

Lunch

V. Training and Professional Development

Panna Putnam/Bina Lefkowitz

Panna introduced Bina from YSPN. Bina gave a brief overview of training programs she plans to have available. More information will be forthcoming.

VI. Environmental Community-Wide Events

Panna Putnam

In Deb Brun's absence, Panna gave a handout about the upcoming Coastal Clean-up Day, September 18th.

VII. Transition and Support

Panna Putnam

Panna gave an overview of "What's Ahead" for Year #2 using Power Point.

In addition to Community Service, Character Development, Reflection, the new element to incorporate is Transition and Support Services for students as they enter mainstream education.

Panna distributed “Tool Kit for Student Support & Transition”. Each partner is encouraged to add local resources and customize it to their needs.

VIII. State & Site Visits

Panna Putnam

Panna announced that in addition to site visits by her, CDE would like to see a program in action, and set up a site visit for sometime in April for Region # 3. Sacramento COE and Nevada COE both volunteered.

IX. Questions, Comments, & Suggestions

Panna Putnam

Tania Cadena-Garcia reminded everybody of the California Youth Development Summit.

X CSGP Regional Schedule

Panna distributed the CSGP Regional Schedule of meetings, quarterly report due dates and site visits.

Meeting was adjourned at 1:30 pm.

Next Meeting December 9th, 2004. Location: Nevada COE