

**Commission on Out of School Time Grants and Youth Outcomes  
Meeting Minutes**

**October 4, 2018 at 6:00pm – 7:30pm**

<https://youtu.be/Gh8LM7HHHDg>

**One Judiciary Square, 441 4<sup>th</sup> Street NW, Room 1107 South, Washington, DC 20001**

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**Commissioners In Attendance:** Tacharna Crump, Sheryl Hamilton , Mark Hecker, Burnell Holland, Lisa McNeill, Vice Chairperson Walter Peacock (6:18), Chairperson Heather Peeler , Maggie Riden, Margaret Siegel , Aurora Steinle, Mila Yochum

**Commissioners Absent:** Vanessa Gerideau (excused), Darby Hickey (excused), Travaughn Kinney, Jiselle O’Neal (excused), Anisah Rasheed (excused)

**Attending Staff Members:** Alex Brown, Debra Eichenbaum, Kevin Cataldo, Jeremy Welsh-Loveman

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**I. Call to Order**

The Commission meeting was called to order by Chairperson Peeler at 6:08 pm.

**II. Public Comments**

No public comments.

**III. Announcement of a Quorum**

10 members were present at time of roll call and quorum was announced.

**IV. Approval of the Agenda**

Siegel motioned to approve agenda. Hecker seconded the motion. Unanimous approval, agenda approved.

**V. Approval of the Minutes**

Riden motioned to approve the minutes. Crump seconded the motion. Siegel, Holland and Hamilton abstain. Motion carries with 7 approving. Minutes approved.

**VI. Updates: Office of Out of School Time Grants and Youth Outcomes**

Yochum provided the following updates:

- The OST Office aligns our work streams with the four priorities and have assigned one team member to assist the four strategic priorities.
- Funding and Capacity Building
  - OST Team Support: Debra Eichenbaum
  - Grants: Summer RFPs will be released soon to award about \$4.7 million (more than double from last summer). OST Office is working in partnership with DCHA, DHS, DPR and DCPS on the RFP to meet demand and need for Summer 2019.
  - One RFP is for Summer Strong DC to award up to \$125,000 and has the financial requirements of an audit/financial review or fiscal sponsor.
  - Second RFP is for Small Nonprofit Summer Strong DC and will award up to \$25,000 (grants targeted for small community based organizations and does not require an audit/financial review).

- Third RFP is for the DCHA/DHS Coordinating Entity to fund an organization to coordinate a full summer camp experience at a few identified DCHA communities and DHS short term housing communities.
- Capacity Building Assessment – The OST Office is working with Fair Chance Inc. to provide a capacity building needs assessment to current school year (SY) grantees to complete. The assessment is mandatory for Small Nonprofit grantees and optional for other SY OST grantees. The aggregate report will be shared with the committee and anticipated by the end of the year.
- A Funding and Parent, and a Youth Needs Assessment are being completed by the DC Policy Center and Policy Studies Associates (PSA). The OST Office has been provided drafts of the report. Both teams of consultants are revising drafts to reduce the page count and meet the need of the audience. The DC Policy Center and PSA will present findings at the December Commission Meeting.
- Quality
  - OST Team Support: Kevin Cataldo is the new Manager for the Institute for Youth Development at UDC-CC.
  - Self-Assessment: New this year the OST Office is requesting all grantees to complete one program self-assessment at a minimum of one program/one site. The grantees will participate in over 8 hours of training to complete the self-assessment and about 5-10 hours to complete the assessment itself. The data used from the assessments will provide guidance on the types of professional development The Institute will need to offer to increase program quality.
  - Cohort 2: The Institute has an open application process for cohort 2 of the quality work. It started on Sept. 26 with a panel discussion from organizations who participated on Cohort 1. Any OST provider can commit to part of Cohort 2 to participate in the entire Weikart YPQI process. This means the organization will complete the self-assessment and receive the additional support including an external assessment, additional training, create a program improvement plan and more. This is what the quality pilot did last year and this year we are adding a coaching component.
  - SAYO-Y: Finally to measure program quality from the youth perspective, the NIOST SAYO-Y will be used as a youth program assessment. The SAYO-Y measures how the youth are feeling about the program.
- Outcomes
  - OST Team Support: Jeremy Welsh-Loveman
  - Data: The OST Office has a data sharing agreement with DCPS. This year we hope to start some basic analysis on the OST grantees and youth served by District funds. We hope to have a similar agreement with OSSE, which is taking more time to establish.
- Coordination and Collaboration
  - OST Team Support: Alex Brown
  - Convening cross agencies: The OST Office convenes several meetings across agencies.
    - Examples include OSSE, DPR and OST will meet in a few weeks to look at child care slots.
    - Another example, OSSE and OST is looking at how students with special needs are served in OST. The OST Office's approach is outreach to existing organizations that serve students with intellectual and physical disabilities with our grant funds. For OST providers we are looking at professional development and how to provide inclusive programming.

- Collective Impact organizations: The OST Office stays involved with other networks to ensure alignment. Examples include DC STEM Network, Raise DC and DC Arts and Humanities Education Collaborative.

Crump inquired how the Commission will handle cross cutting issues such as transportation which can go in Collaboration and Coordination and Funding and Capacity Building. The Commission will need to decide which committee or how work is assigned to the committees.

Crump also asked about the need to include credit recovery information in academic data obtained from DCPS.

Holland requested if other networks would be willing to provide comments so Commissioners can learn more about their work. Yochum will make a request to the organizations.

Holland requested written bullets on the OST updates.

#### **VII. 2019 OST Commission Calendar**

The Commission discussed and selected to schedule the bi-monthly Public Meeting to 6:30pm on Thursday. The OST Office will secure the room at One Judiciary Square and submit a calendar at the next public meeting.

#### **VIII. Committee Member Discussion**

Commissioners made one revisions to the draft member application to include checkboxes for the committee. The Commission asked that a draft response be provided for public members. The OST Office will create a sample response and video.

Steinle asked that a blurb, revised application, and description be sent to Commissioners to support recruitment.

Committee Chairpersons will provide an update at the next meeting. Commissioners amended the process to allow the committee Chairperson to determine acceptance of a committee member after three months or three meetings.

#### **IX. Adjournment**

Siegel made a motion to adjourn. Hecker seconded the motion. Unanimous approval. Meeting adjourned at 7:19 pm.