

ASSETS FOR YOUTH WORKGROUP
MEETING MINUTES
OCTOBER 8, 2004

Virginia National Bank
12:00pm-1:30pm

Members Present:

Harold Boyd
Nikki Evans-Bowles
Kathleen Glenn
Sibley Johns
Heather Kellams
Winx Lawrence
Bob Taibbi

Staff Present:

Saphira Baker
Gretchen Ellis
Linda Rahman

Handouts

Agenda
AFY September, 2004 Minutes
Recommendations for Increasing Access to Out-of-School Activities
Strategies/Work Plan
Youth Voices: Out of School Time in Charlottesville Albemarle

I. Welcome/Introductions

S. Baker called the meeting to order, welcomed participants, and thanked them for attending. She introduced Blair Cantfil, a new CCF intern, and gave a re-cap of September's meeting/action steps.

- The After-School Activities brochure was finalized
- Members reviewed the AFY Strategies and prioritized/defined them
- Members discussed adding goals to legislative agenda

W. Lawrence spoke about the goals for today's meeting. She stated that the members' will be approving the final *Youth Voices* Report and reviewing the Recommendation for Increasing Access to Out-of-School Activities.

II. Approval of final *Youth Voices* Report

W. Lawrence reviewed the *Youth Voices* Report that had been previously distributed to the Assets for Youth work group members and discussed if any changes or additions were necessary. She stated that she had presented the *Youth Voices* report to the Commissioners at the October meeting and the Commissioners were very impressed. She stated that she had reminded the Commissioners of the cost involved for this study.

A motion was made by N. Bowles to approve the *Youth Voices* Report and was seconded by H. Kellams.

- ◆ **THE ASSETS FOR YOUTH WORK GROUP UNANIMOUSLY APPROVED THE *YOUTH VOICES: OUT OF SCHOOL TIME IN CHARLOTTESVILLE ALBEMARLE* REPORT.**

III. Report Documents

A. Review of recommendations in Assets for Youth Work Group report

B. Next Steps – estimated time frame/presentations/implementation

S. Baker stated that the *Youth Voices* Report would be released with the Recommendation for Increasing Access to Out-of-School Activities. She stated that this report will not be for broad distribution however, it will have a big impact with the recommendations and both reports will be professionally printed and distributed.

Members discussed how the report would produce awareness and action and whom they believed should receive a copy. The following distribution was determined:

1. The youth involved with the project
2. Parents
3. School Liaisons and Principals
4. The City and County School Boards
5. The City Council and County Board of Supervisors
6. The PTO Council
7. The Donors Round Table
8. Church Councils

Members discussed that the youth involved with the project recommended that they be involved with the final report prior to distribution. G. Ellis, H. Kellams and H. Boyd volunteered to meet with the youth involved for their review of the report.

H. Kellams stated that the youths may want to make some changes and asked if the members were ready for that. W. Lawrence stated that the youths do not have the final say; instead they will be asked to check for errors and give us feedback. She stated that the work group wants the kids to know we took their input very seriously and are looking for their endorsement.

Members discussed the logistics for the meeting with the youths and decided to send the report to the school liaisons for distribution to the youth leaders and for the liaisons to set the date for the work group members to meet with them. S. Baker stated that the deadline for completion should be set for November 1st. It was agreed that Harold Boyd and Winx Lawrence would do Albemarle H.S.; Heather Kellams would do Charlottesville H.S.; Gretchen Ellis would do Monticello H.S. and Rueben would do Western H.S. Volunteers will be given copies of the *Youth Voices* with instructions and a script. Work group members would like to receive an endorsement and brief evaluation of the project from the students.

IV. Issue/Goal/Strategy/Resources Needed/Responsibility Outline

Members reviewed the outline and the following revisions made by the members are either striked through or noted in red:

(See next page)

In Priority Order Issue	Goal	Strategies	Resources Needed (to be detailed)	Responsibility (starting point)
1. Improve Engaging Youth	1. Make youth programs welcoming, attractive and safe for youth by engaging youth in program design, governance, and outreach.	1.1 Involve youth in planning, outreach efforts and ownership of out-of-school programs: <ul style="list-style-type: none"> 1.1.1 Encourage individual programs to create structured opportunities for youth engagement and input, such as a task-oriented youth committee. 1.1.2 Consider establishing City-County funding incentives for youth programs at schools and communities that demonstrate youth engagement and leadership 		
		1.2 Recruit youth in peer groups rather than individuals. Mobilize youth to become active agents in encouraging youth to join programs.		
		1.3 Create technical assistance materials identifying effective strategies for involving youth in program design, governance, marketing and outreach, and training staff to enhance effectiveness who are effective in working with youth. <ul style="list-style-type: none"> 1.3.1 Distribute this information through trainings, website resources, information-sharing among program staff, and "tip sheets". 		
2. Expand and Enhance Opportunities	2. Increase use of current resources to serve more youth by addressing the lack of after school resources in selected County schools.	2.1.1. Increase extracurricular activities with existing resources at County middle schools, particularly Walton and Henley.		
		2.1.2. Keep school gyms and computer labs open for student use. Expand the hours of operation for		Parks and Recreation departments; City and

Issue	Goal	Strategies	Resources Needed <i>(to be detailed)</i>	Responsibility <i>(starting point)</i>
		public swimming pools.		County Schools
	2.2. Remove economic barriers to after school activities.	2.2.1 Increase financial assistance for lower income youth to participate in extracurricular and out-of-school programs.		
		2.2.2. Make information about financial assistance available and understandable to all students.		
		2.2.3. Eliminate admission fees for students at events.		
3. Coordinate Services and Outreach	3. Develop a means for ongoing information sharing, publicity, joint planning and outreach among current school and community programs, and youth, and increase awareness about the value of productive after-school time and the visibility of local resources.	3.1.Continue Assets for Youth "Implementation" Work Group to guide report recommendations and coordinate resources beyond October 2004.		
		3.2. Distribute updated print information on after school programs to schools, agencies, youth and their parents in fall.		
		3.3. Plan a marketing campaign to attract youth to community programming with the aid of Teen Planning Council" to be teen-friendly and reflect the youth community as a whole. Develop and distribute promotional campaign materials to media outlets that youth and parents use. Engage youth in advising and shaping the campaign. Redo-too many items, i.e., 3.3. Plan a marketing campaign to attract youth to community programming. 3.4. Develop a brochure, etc.		
		3.4 Create a user-friendly website resource for		

Issue	Goal	Strategies	Resources Needed <i>(to be detailed)</i>	Responsibility <i>(starting point)</i>
		youth, parents and referral sources to connect to a menu of local after school opportunities. This needs further study. Website & toolkit should be done with a grant.		
4. Further Study	4.1 Understand the needs, gaps and resources related to identified needs: teen centers, summer employment, weekend and evening hours, and transportation.	4.1.1 Research the market for and feasibility of establishing teen centers, in new or existing facilities. Engage youth in conducting and informing the study and designing any resulting initiatives. Work group needs to evaluate this.		
		4.1.2 Assess the need for summer and year-round employment opportunities for middle and high school youth and identify resources to support these. Move to # 4.1.1.		
		4.1.3. Conduct a feasibility study on expanding weekend and evening hours of programs.		
		4.1.4. Conduct a market study for an after-school bus line or other measures to address transportation barriers.		

Members discussed the requirement of staff commitment and time to oversee youth engagement in addition to space issues and how realistic it was for small organizations that do not have the staff to accomplish this.

V. **Next Meeting Date**

- ◆ **THE NEXT MEETING OF THE ASSETS FOR YOUTH WORKGROUP WILL BE AT 12:00PM ON FRIDAY, NOVEMBER 12, 2004 AT THE VIRGINIA NATIONAL BANK BOARDROOM, 2ND LEVEL.**