



June 14, 2004

Margo Quiriconi
4801 Rockhill Road
Kansas City, Missouri 64110-2046
(816) 932-1000

Dear Ms. Quiriconi:

The Francis Child Development Institute Resource Center is very excited about our proposal this year. We have been meeting with LINC, YouthNet, MOARC, DESE, and others to discuss how the Francis Child Development Institute can support Afterschool endeavors in the greater Kansas City area. Our goals and objectives reflect multiple funding sources in addition to demonstrating our vision for the Afterschool component in the next three years.

The goals and objectives listed in this proposal will assist and support the three goals LINC has set for Caring Community Learning Centers:

- Increasing the quality and supporting the academic achievement and enrichment for participating students in the after-school program,
- Opportunities, resources and engagement strategies to bring additional family members together for broader education opportunities, building a concept for lifelong learning throughout the school and community and resulting in parents/guardians being more involved in their child's education, and
- Supporting high-quality youth development opportunities to achieve positive youth development outcomes and help youth become prepared to enter the workforce and a productive adulthood.

Resource Center Specialists will concentrate on approximately fifteen sites focusing on the following:

- Assist Site Coordinators as they coach and mentor program staff.
- Increase skills in developing appropriate curriculum and its implementation in the Afterschool program.
- Create Afterschool demonstration sites for others in the field through the mentor program.

PENN VALLEY

ONE OF THE METROPOLITAN COMMUNITY COLLEGES
3201 Southwest Trafficway Kansas City, Missouri 64111
PHONE (816) 759-4142 FAX (816) 759-4527

We are working with LINC, YouthNet, MOSAC², DESE, and MOARC to pilot a Youth Development Certificate (School-age CDA). The Francis Child Development Institute at Penn Valley Community College will develop course work that will be delivered a variety of ways: on-campus, field-based, internet courses, etc. These classes will support this certificate as well as other career paths closely related to the Afterschool field.

The Francis Child Development Institute appreciates the support the Kauffman Foundation has given to the Afterschool initiative in the past. Through this partnership, we will continue to assist LINC in raising the level of quality of the Caring Community Learning Centers and, with the model of the Youth Development Certificate (School-age CDA), reach out across the metropolitan area, the state, and the nation.

We look forward to working with you over the next three years. If you have questions, please contact me at 816-759-4258 or Rebecca.Curtis@kcmetro.edu.

Sincerely,



Rebecca R. Curtis M.S.Ed.
Resource Center Coordinator

Cc. Dr. Al Dimmitt jr., Associate Dean of Instruction

Narrative

Kauffman Proposal 2004-2007

The Francis Child Development Institute Resource Center at Penn Valley Community College will provide on-site training and technical assistance to school-age specialists, teachers, and site coordinators. The Resource Center Specialist will be assigned a caseload determined by the Coordination team, (LINC, YouthNet and the Francis Child Development Institute), for the intensive services. On-going reporting will be shared with LINC personnel and the Coordination team, including the progress of the sites to determine if the Specialist can or should then move on to another site.

As LINC is converting at least 14 of their more traditional school-age sites to Caring Community Learning Centers, the Francis Child Development Institute will also change their methodology of training these sites. First, the Resource Center Specialist will focus their on-site training and technical assistance on increasing the quality and support academic achievement in Caring Community Before and After School Sites. Topics will focus on: Missouri Show Me Standards, Family Engagement, Youth Development, and supporting academic learning of children. Training and technical assistance will be customized depending on the education and experience of the teacher and will fit the unique needs of each program. Since some sites have similar needs, cluster trainings will be offered to address issues and concerns common to these sites. Second, large group trainings will be offered throughout the year. Topics will focus on: Orientations for new staff and supporting curriculum components, (i.e. literacy, math, poetry, storytelling, visual arts, creative movement, creative drama, and music.) Third, to recruit and train additional mentors to assist peers with both professional and program goals they have set. Fourth, to develop and implement the Youth Development Certificate, (School-age CDA) in order to support career development and retention of high quality staff.

The Resource Center Specialist will then follow up with individual Site Coordinators to ensure the transference of learning of the site staff. This will be done through observation, demonstration/modeling with individual teachers, and technical assistance for the site coordinator. Topics for training will be determined by SACERS results, performance measurement data, and site coordinator/specialist observations and may include areas such as effective program operations; child growth and development; multiple intelligences; implementing KidzLit and KidzMath curriculum; establishing safe and healthy learning environments; family engagement; positive guidance; five developmental domains; and purposeful activity planning in math, science, and language arts. During the site visit the Resource Center Specialist will also work with the site coordinator to develop objectives and an action plan to accomplish their goals for review at the next site visit.

The Resource Center Coordinator is a member of a training and technical assistance outcomes committee in the community. Due to the increased awareness of this topic and our commitment to improving the quality in our programs, FCDI will analyze methods of training and technical assistance that are effective in increasing the quality and academic connections and learning in Caring Community Before and After School Sites. Data will be kept on the types of training and technical assistance along with the duration at the sites. This data will be reported to LINC and the Coordination team on a regular basis to allow everyone in the project a time to analyze the effectiveness and methods of training and technical assistance.

Goals and Objectives

**Kauffman Proposal
2004-2007
Goals and Outcomes**

Goals	Major Activities Of the Program Initiative	Output/Objectives	Outcomes
<p>1. The Francis Resource Center will work with Site Coordinators to increase the quality and academic connections and learning in Caring Community Before & After School Sites.</p>	<ul style="list-style-type: none"> • The Resource Center Specialists will provide on-site technical assistance and training to at least 14 sites. • Large Group Training will be available to all Sites. The LINC Coordination team, SACER & assessment results, and individual requests from the site coordinators will determine training topics. • Topics will relate to: Missouri Show Me Standards, Family Engagement, Youth Development, and what the children are learning. • Training for site coordinators on the assessment tool • Follow-up meeting after SACERS & Assessments are made. Professional development plans will be set. • Technical Assistance will be individualized according to each site's specific need, (i.e. assisting site coordinators with leadership issues, supervising staff, developing policies, forms etc.) 	<ul style="list-style-type: none"> • Hours per site will depend upon their individual needs. Resource Center Specialist will be on-site or conducting large group training at least 35% of their time. • Twelve Hours of Large Group Training will be available. • All sites will have the opportunity to attend the large group training that would allow staff to adhere to licensing regulations. • Site Coordinators will learn and understand the SACERS and assessment tools that sites will utilize. • Review of the site's progress throughout the year. Look at goals achieved. • Strengthen leadership skills of site coordinators by setting goals that would enable them to facilitate changes at their sites. 	<ul style="list-style-type: none"> • Improving SACER Scores • 100 % of all LINC staff will obtain at least 12 hours of required training through FCDI or other community trainings. • 100% of the Site Coordinators will have the tools to complete self-assessments to assure high quality is being maintained at the site. • 100% of the Site Coordinators will meet at least 75% of the goals set on the site improvement plan. • 75% of the goals set on the individual professional development plans for Site Coordinators will be met.

**Kauffman Proposal
2004-2007
Goals and Outcomes**

Goals	Major Activities Of the Program Initiative	Output/Objectives	Outcomes
<p>2. The FRC will prepare staff at Caring Community Before & After School Sites to become more intentional in their program planning.</p>	<ul style="list-style-type: none"> • Orient the staff on the 3 goals (academic enrichment, family engagement, youth development), and Missouri Show Me Standards. 	<ul style="list-style-type: none"> • Offer at least one orientation in the fall semester for new Site Coordinators and staff. 	<ul style="list-style-type: none"> • 100% of New Site Coordinators will receive information about the partnership, (LINC, FCDI, & YouthNet), the definition of "out of school time", and have the opportunity to tour other sites that are accredited.
<p>3. The Francis Resource Center will facilitate a network of mentors and pilot a mentor/protégé program.</p>	<ul style="list-style-type: none"> • Recruit mentors • Train mentors • Match mentors to protégés • Support Mentors • Work towards creating model school-age sites in order to assist emerging school-age professionals in the Kansas City, Missouri School District and outlying areas. 	<ul style="list-style-type: none"> • All experienced Site Coordinators and staff will be offered the opportunity to attend a 16-hour training seminar on mentoring. • All mentors will attend quarterly support groups for mentors and protégés. 	<ul style="list-style-type: none"> • At least two mentors will be matched to protégés. • 75% of the goals set by mentors and protégés will be met.
<p>4. The Francis Resource Center will develop and implement the Youth Development Certificate, (School-age CDA).</p>	<ul style="list-style-type: none"> • Secure funding for tuition and scholarships for participants. • Develop curriculum and professional tracks for participants. • Seeking approval for the curriculum through Penn Valley Community College and Missouri After school Resource Center. • Recruiting students throughout the metro. 	<ul style="list-style-type: none"> • Enroll qualified personnel from the Caring Community Learning Center sites. 	<ul style="list-style-type: none"> • 75% of students will receive their Youth Development Certificate or continue coursework in a related profession, (i.e. elementary education, youth development etc.).

Budget

Francis Child Development Institute
Kauffman Before and After School Care Program
Budget FY05 - FY07

Categories	Total Grant Budget 10/1/04 - 9/30/05	Total Grant Budget 10/1/05 - 9/30/06	Total Grant Budget 10/1/06 - 9/30/07
Personnel:	53,900.08	56,056.08	58,298.33
Salaries and Benefits for Resource Center Specialist			
Training Costs:	12,749.92	9,593.92	6,351.67
Office Supplies, supplies for training materials for __ sites, workshop materials, resources, refreshments, facilities, and speakers for Professional Development Seminars			
Professional Development:	2,000.00	2,000.00	2,000.00
One local, state or national conference for Specialist to update knowledge in the field of School-Age Care			
Travel:	600.00	600.00	600.00
Mileage to and from on-site visits, workshops, meetings, etc for Specialist			
Printing/Postage	500.00	500.00	500.00
Mailing and printing of flyers, certificates, general communication			
Mentor Stipends	1,500.00	2,500.00	3,500.00
Stipends for mentoring project			
5% FCDI Overhead	3,750.00	3,750.00	3,750.00
Total	75,000.00	75,000.00	75,000.00