

I. Welcome & Introductions

- a. Those in attendance:
 - i. Holly McGraw, Pittsburgh Cares, hmcgraw@pittsburghcares.org
 - ii. William Greenaway, UPitt Dept. Psych Ed, wmgreenaway@gmail.com
 - iii. Laura Giuliani, UPitt, lngl18@pitt.edu
 - iv. Twila Simmons-Walker, Alcosan, twila.simmons-walker@alcosan.org
 - v. Kathryn Vargas, Neighborhood Learning Alliance, vargas@neighborhoodlearning.org
 - vi. Aimee Lefevers, APOST, alefevers@uwac.org
 - vii. Suzanne Ashman, UPitt, sashman@pitt.edu
 - viii. Jan Sapotichne, PAEYC, jsapotichne@pghaeyc.org
 - ix. Jennifer Engel, SHH, engel@sarahheinzhouse.com
 - x. Andy Munoz, UPitt, amunoz@pitt.edu
 - xi. Karen Dreyer, The Pgh Project, kdreyer@pittsburghproject.org
 - xii. Rosalie Smiley, Family Resources, rsmiley@familyresourcesofpa.org

II. Review of Meeting Minutes from 7/29/11

III. Discussion/adoption of: Nationally Recognized Core Competencies, PD Guidelines, Application, Training Summary, and PD Trainer Guidelines & Competencies

- a. All in approval.
- b. All of these documents are on the website (AfterSchoolPGH)
- c. Members reviewed the documents
- d. Aimee to create a Trainer only application (either one that APOST has developed or by others)
- e. There are only currently 4 campaign member organizations but they will still need to submit/agree to formal campaign membership
 - i. Pittsburgh Project
 - ii. Sarah Heinz House
 - iii. Schenley Heights
 - iv. Family Resources

IV. Discussion and planning details of APOST Campaign Orientation (CO):

- a. Aimee presented at the Peer Network, mainly focusing on Lights on Afterschool
- b. She distributed a Save The Date to the Peer Network about the CO
- c. Funders are in support of QSA & Orientation
- d. Funders may add it to their RFP
- e. Aimee's goal would like to see 50 organizations become campaign members in June

- f. Holly O'Donnell from PSS offered to piggyback the CO onto her February providers meeting...February 16th from 11:00-1:00
- g. Aimee doesn't plan on advertising ALL of the dates for CO. That way people don't put off becoming members and sign up right away for the first CO.
- h. The CO flyer w/details will go out today in a special email from AfterSchoolPGH
- i. We are officially a Campaign!
- j. The Standards Committee approved the QSA
- k. CO will occur at Sarah Heinz House
- l. Committee members should attend

V. Blog Posting & Support

- a. Choose conversation topics
 - i. Professional Development: Holly @ Pittsburgh Cares will draft a blog about their Volunteerism & Service Learning PD Series.
 - 1. She will send the draft to Aimee first for approval. Then will submit online.
 - 2. Some suggested questions to add to the blog to get audience participation are: What else do you want trained on? What type of service are you doing in after school? Why is it so important to engage kids in service? What do you think is the difference between volunteering and service learning?
 - ii. Transportation: _____ from The Pittsburgh Project will blog about Transportation
- b. Timeline:
 - i. The PD blog on engaging youth in Volunteerism & Service Learning will be up by the end of this week
 - ii. The Transportation blog will be up by the end of next week
- c. General Notes:
 - i. Andy's students have been assigned blogging projects as part of his classes
 - ii. Other committees are blogging as well

VI. Summer Institute—Begin discussion

- a. Andy...we have to start making plans now:
 - i. Will spreading out the training work better?
 - ii. Andy will temporarily schedule it for last week of May and first week of June
 - iii. Jen will do the guidance & Suzanne will do the relationship components of the trainings
- b. Aimee will send out an email about the December symposium (Thursday, Dec 15th from 9-11am)

VII. Wrap up/Conclusion

- a. Next Meeting: Monday, October 24, 9:30-11am, Sarah Heinz House, One Heinz Street, Pittsburgh
- b. Action Steps:
 - i. Next meeting we will talk about the logistics of recruiting and evaluating the trainings and trainers
 - ii. Aimee will development the trainer application and send it out to the committee
 - iii. Any committee members who want to be a trainer will need to submit an application