Minutes of the Southwest STEM Regional Advisory Board Agenda
January 28, 2019

WELCOME TO THE SW STEM REGION ADVISORY BOARD MEETING
Telephonic - Originating from SWCC Red Oak Center

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<tr>
<th>Time</th>
<th>Agenda Item</th>
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<tr>
<td>Noon -12:30 pm</td>
<td>Roll call and Introduction of guests – Heidi Lowthorp, Chairperson <strong>T</strong> present</td>
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<td><strong>T</strong> Misty Grey <strong>T</strong> Luann Langel <strong>T</strong> Kathy Somers</td>
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<td><strong>T</strong> Lisa Hilder <strong>T</strong> Gilbert Thomas <strong>T</strong> Tom Lesan</td>
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<td><strong>T</strong> Dr. Jane Hall Chaillie <strong>T</strong> Larry Johnson __Josh Shatava</td>
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<td><strong>T</strong> Dr. Jason Plourde <strong>T</strong> Janell Leinen</td>
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<td><strong>T</strong> James Holwegner <strong>T</strong> Dr. Alan Ladd</td>
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<td>P = in person T = via technology</td>
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IDENTIFY/WELCOME GUESTS:  Nadine Jessen DMACC  
Denise Green Clarinda CSD  
Ann Schlapia SWCC Intermediary

- STEM ENGAGEMENT - Board members (stories, artifacts, and such)
- Updates from the Board Chair meeting – Heidi
- Updates from the PI meeting – Tom
- Guest presentation: Ann Schlapia Intermediary SWCC Area 14

12:45 – 1:00 | Old Business to Bring Forward – no action items |
|             | • Ethics Document reminder if not signed in July |
|             | • Navigate the STEM social media and web pages – www.iowastem.gov and swcciowa.edu/stem (see manager report for quarterly totals). |
|             | • Budget Updates posted through November 30, 2018. |
|             | • Externship/Internship Report – recruiting for employer partners has started |
|             | • Action Packets and the Communications Work Group – still some packets to hand out to Board members |
|             | • STEM Festival Activity – requests on the books for the 2018-19 year |

1:00 – 1:30 | New Business – no action items – updates from Manager Deb Frazee |
|           | • STEM Day at the Capitol – set up beginning at 8 am - Advisory Board to staff the booth. Tear down at 130 pm |
• **BEST Grant update** – introduction of Tanya Hunt at Operations Center who will be caring for the BEST project.

• **KEMIN I.O.W.A. Teacher Award** – congratulations to Lacy West of Missouri Valley Middle School. Ceremony was held on January 7th.

• **Scale-Up**: programs have been announced. Social Media in progress. Visits to potential applicants continue. SW Manager will be hosting webinars for potential Scale-Up applicants on Zoom. SW Region will need reviewers for the applications as was done last year. All is on-line and training is available. Need to list volunteers.

• **Computer Science is Elementary** – application is open. Appears to be good interest in the region. An advisory group is managing this project. Announcement of awardees in late spring.

• **Iowa Externship Program is recruiting business partners now**; teachers to apply and begin “matches” soon.

• **Check-out Program continues to be widely used**. Adding new materials as requested.

• **Manager Report** Document- activity for 4th qtr.

1:30 – 1:50 pm

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<th>Upcoming Dates:</th>
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<td>February 13 – STEM Day at the Capitol</td>
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<td>March 4 – Scale-Up Application Closes</td>
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<td>March 8 – 17 Reviewers needed from Regional Board</td>
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<td>March 25 - Telephonic meeting to Approve Reviewer recommendations 830 am. Zoom already sent to Board members</td>
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<td>April 9 – Scale-Up Awards announced statewide</td>
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**Question and Answer Session**; Information sheets in Folder; Closing Remarks

• Next Meeting March 25th, 2019 telephonic (proxy available)

• Final meeting May 6th at the Hub lunch 11 am meeting 12 – 2 pm

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SW STEM Regional Pages:
http://www.swcciowa.edu/about/southwest-iowa-stem-region

SW STEM Hub Facebook page: https://www.facebook.com/swstem.swcciowa

SW STEM Twitter: SW_Iowa_STEM

State STEM Website:  www.iowastem.gov

NOTE: There were no additional materials handed out at the Advisory Board meeting. Adding the minutes to the end of the agenda will complete the packet. DF
The SW Region STEM Advisory Board meeting on January 28, 2019 was called to at noon order by Chair Heidi Lowthorp. Due to adverse weather conditions, STEM Manager Deb Frazee originated the Zoom meeting from the STEM Hub in Red Oak.

**Members present via technology:** Lowthorp, Lesan, Ladd, Somers, Johnson, Hilder, Chaillie, Grey, Plourde, Langel, and Thomas.

**Three members not present:** Holwegner, Shatava, and Leinen.

**Guests via technology:** Nadine Jessen, DMACC; Denise Green Clarinda CSD; and guest speaker for the meeting Ann Schlapia of SWCC Intermediary Program.

For member introductions and STEM engagement the following information was shared:

**Misty Gray** of the Iowa Library Sector reported that she is serving on the Planning Committee for the Shelby County Early Childhood Festival which is planned for March 5th at the Vets Auditorium in Harlan. The Tabor Public Library has received a large grant and with financial work previously done hopes to break ground soon for a new facility. Tabor Library is a very active STEM partner in the SW Region.

**Dr Jane Chaillie** reported on behalf of Graceland University that the Ag Day for HS and college students in the fall of 2018 was a great success. At least 2 of the SW region high schools attended and reported positively (Bedford and Murray). Max Pitt the director of that program is working on a spring event. Dr Chaillie reported Graceland graduates in new teaching positions in the SW STEM Region, and their principals, have been contacted about the Scale UP program and encouraged to engage in the STEM offerings. The fall Graceland challenge for the preservice candidates using the STEM Check Out materials was successful. The preservice candidates did 2- weeks of activities with students at Central Decatur elementary schools.

**Jason Plourde** of GHAEA reported that the Work-Based Learning (often see the abbreviation WBL) opportunities, Authentic Learning Network (often see the abbreviation ALN), Intermediaries across the state, and the Career and College Readiness programs continue to grow and engage new users/participants. Training and development for the PREP Dashboard continues with training dates to be scheduled at SWCC in Creston and the Halvorson Center in Council Bluffs. Many of these career-focused activities are also linked with the emphasis coming from the Future Ready Iowa program which has asked the Legislature for funds to roll out additional phases including last-dollar scholarships. Jason is also a member of a working group focusing on the telecommunications industry in the region and how business partnerships can be created for many learning activities, discussing the broader preparation for the workers of today and tomorrow, and the related data services field.

**Kathy Somers** of A.M. Cohron and the public official areas, reported that Atlantic CSD is very pleased to have hired two construction trades teachers, including one who is currently
student-teaching at T.J. HS in Council Bluffs. They will working in the continued development of the BEST program awarded to Atlantic CSD and area business partners in October of 2017. Kathy also reported that the Associated General Contractors Group (referred to as AGC) has moved forward with their partnership to hire members of the Iowa National Guard for positions related to the road construction business. Career Fairs in multiple locations around Iowa will gear up as the construction season nears. This is also a part of the Future Ready Iowa initiative.

**Larry Johnson** of Central Decatur CSD (CD) reported that their Afterschool programs have increased in student numbers and also in program materials that are STEM Related. He teaches in the business area and is working with Computer Science curriculum this school year. CD HS is preparing for a spring Career Fair event. Larry has been reaching out to the Elementary Buildings and Principal to share Scale-Up information for the current cycle. Larry has also been sharing information with educators about the summer WBL programs offered in the region. This includes the Intermediary Program and the STEM Externship program.

**Luann Langel** of the IKM-Manning CSD reported that the FTC Championships (First Tech Challenge is robotics) for the Ft Dodge region were recently completed and IKM-M had two teams in the final rounds (This program started as a Scale-Up offering 5 years ago and has grown.) The Middle School is working on a STEM Festival to be held during the school day; tentative date is April 11th. A planning team is preparing for a HS STEM Festival focusing on the soft skills possibly in a round-robin format for assorted centers is under consideration. The MS BEST program is the makers’ space and currently a focus is partnering with businesses for challenges to show students what they do/need in their businesses, and to help students understand problem solving as a daily skill. Luann teaches the HS BEST program and the class is new each semester.

**Gilbert Thomas** of Clarinda reported that construction of the new bank facility is progressing. Economic Development partners continue to discuss the need for career training programs or curricula in Clarinda and Page County. Clarinda HS Principal Denise Green joined the meeting today to listen and learn about activities in the region. Clarinda is very interested in adding STEM Festivals or activities from elementary through high school levels.

**Dr Alan Ladd** of ISU Extension and Outreach reported that the new 4-H Curriculum “STEM Lit to Go” is being implemented around the state with positive results. A suggestion of introducing those materials to the Board in a future meeting was noted.

**Lisa Hilder** reported that plans continue for the next season of “Watch Me Grow” which involves 4th grade students in the Corning Elementary. The program recently received an Ag award for its successful model. Lisa is now also doing work at the Coon Rapids Poet plant and so will be interacting in the northern part of the STEM Region. Plant Manager Bill Howell has
created and is now getting approval on Dept. of Labor Internship models for Biorefining-specific positions such as Operators, Technicians, and Laboratory staff. This has been a multi-year process from design to approval.

Also from the Coon Rapids Poet plant, Katherine Howell was recently appointed to the Iowa STEM Council. Her first meeting was November 20, 2018.

**Heidi Lowthorp** reported that the Board Chairs’ Call was held on January 24. The Operations Center is requesting that Boards identify their priorities, gaps and concerns to be shared back to them.

A Math Working Committee is forming. The goal is to start with smaller districts first then move to larger districts. It is noted by this group that some elementary schools are not offering STEM daily. The group hopes to provide means by which STEM content would be offered/used daily. The group seeks a STEM designee to be named in each school district. There is also desired information regarding the FTE’s for STEM staff in each district.

Heidi also reported that the Operations Center wants to arrange a representative from their team at each regional meeting. Currently the Externship Program focus is seeking business partners to be hosts. There is an effort to reach out to the STEM BEST partners as possible hosts for educators.

The Computer Science is Elementary (CSIE) application opened on January 22nd and will close on March 29th. A press conference to kick off application and in support of Computer Science opportunities for all students was held by the Governor with Iowa STEM represented on January 22 in West Des Moines.

Also a note that the staff assignments at the STEM Operations Center at UNI have been changing. A new employee--Tanya Hunt-- will be focusing on the BEST program. Her other position duties are still being decided. One of the projects she will be tackling will be the creation of a STEM BEST Playbook, to go along with the playbook created by the Pella welding Academy. Tanya is tasked with creating a survey for the BEST program to get feedback before the next round of STEM BEST opens in June 2019.

Heidi thanked those Board members who contributed items for the Manager Evaluation process. She, PI Lesan and Manager Frazee completed the process prior to the start of this Board meeting. The final documents will be forwarded to the Operations Center at UNI for next steps.

**Tom Lesan** reported on the Principle Investigator (called PI) Call, which is also a monthly event. Jeff Weld has returned to the STEM Program after his year of work in Washington DC. Also discussed was the Governor’s request for an additional $1million funding for the STEM Program. A discussion to consider ways that these funds could be used in the program was started. Tom reported that he has already been to Des Moines for conversation and events at the Capitol in 2019.

The program for this meeting was provided by Ann Schlapia the Intermediary representing “Area 14” districts. She is housed at the SWCC Creston Campus. The Intermediary Network
was created in 2013 under HF 604 IA Skilled Worker and Job Training Fund. She is one of three Intermediaries that serve the SW STEM Region (the others being at IWCC and DMACC). As part of Area 14 districts are assigned to the Drake STEM Hub, Ann also works with Sarah Deery. Each Intermediary coordinates a work-based learning program (each region has a distinct name for its program). She works under a distinct Regional plan that addresses goals to meet stakeholders’ needs. She provides CORE services which are for grades 9-12 specifically and then has some non-CORE services which can be used in other ages of students and their teachers.

The Intermediary also can proctor the National Career Readiness Certification (NCRC Exams) in the region. All Intermediaries offer summer internships/externships for educators and during the school term she can offer internship and other career experiences for students. (Field trips and job shadows are the most requested activities). As with the STEM program, Future Ready Iowa programming is also becoming a part of the Intermediary Program focus. The phrase used was “fueling/filling the talent pipeline.” He praised Ann for her work and willingness to ask the tough questions.

Lowthorp then covered the Agenda items as presented with the old business covering routine items for the Board. The financial reports are posted on the Regional STEM pages (swcciowa.edu/STEM) six times per year. Bills from the current STEM Scale-Up providers have not all been received so the spending is still projected to be 100% from each of the 2 accounts, but the timeline is slowed until all those large expenditures have been completed to determine if any remainder funds which can be used towards STEM Festivals and upgrading the materials in the Check-Out Program.

The last item dealing with STEM Festivals showed that there are 6 groups planning for first-time events, many returning committees planning events, and one planning group considering a specialized Festival. More details will be released after the next committee meeting.

Under new business SW STEM Manager Deb Frazee covered the items as presented:

- STEM Day at the Capitol will be held on February 13th. THE SW Regional Advisory Board is asked to assist in staffing the booth. Set up can start at 8 am and the event starts at 10 am with remarks by the Governor. The event will tear down starting at 130 pm. **Any volunteers who could work part of the day would be greatly appreciated.** As in past years. The SW STEM Region prepares a folder for each Legislator with a personalized letter in the folder.

- January 7th was a surprise celebration for Kemin I.O.W.A. Educator Lacy West of the Missouri Valley Middle School. An all-school assembly on the first day of classes post-holiday break was a fun event. Ms West did not realize she was doing the application papers for an award but thought it was a grant by which she could purchase materials for her classroom. As part of the fun week, the STEM Manager provided Challenge Kits for each homeroom so that during the remainder of the week students could perform the identified activities. This covered 175 middle school students and 14 educators.
Pictures have been posted on the SW STEM Facebook page. Lacy will also be presented with the other 5 statewide winners at the Feb 13th STEM Day at the Iowa Capitol.

- Scale-Up providers and programs have been named and the application for the 2019-2020 cycle opened on January 21. The application will close on March 4. The outreach for this program began in summer during the PD events, increased during the fall semester, and now is done by focused visits and social media campaigns. Three school districts opted to schedule PD events which included Scale-Up presentations and work with some of the kits in the Check-out programs for hands-on opportunities. The important take-away note is that the next Advisory Board project will be the review of applications for award considerations. The process is on-line and does not require a large time commitment, depending on how many applications are received. **Please respond to manger Deb Frazee if you would be available to do the reviews.** Those members who participated in the 2018-2019 review have already created their account so no additional work is needed until application area assigned for review.

- Related to the review process, Manager Frazee also reported that there have been many requests of the Governor’s office to complete the Board Member appointment process so that these new representatives can complete orientation and begin serving on their respective Boards.

- The Computer Science is Elementary (CSIE) Application opened on January 22, and there is quite a bit of inquiry into the program. These reviews will be done by the CSIE Committee so no assistance from the region is required. That application closes March 29, 2019.

- The manager Report for the 4th quarter of 2018 was covered. The report was sent in the pre-meeting Agenda Packet.

Upcoming Dates for STEM Activities are printed on the Agenda.

One additional item was added to the March 25th meeting. The link for that telephonic event has already been sent to Board members. The proposal for Scale-Up awards from the Reviewers will be made to the Board, and then a vote to accept the proposal. For those members who cannot be on the call, a written proxy can be sent to you from Manager Frazee which should be completed prior to the meeting time and returned to the Manager so that all members can cast a vote. It is anticipated that the process takes about 15 minutes. STEM Program Executive Director would like to have about 15 minutes to present information about the National STEM Plan for which he spent 2018 in Washington DC as a contributor. It is still anticipated that the call will end by 9 am.

With no further business to cover, Chair Lowthorp called for adjournment. Unanimous.

Respectfully submitted,

Deb Frazee