Southwest STEM Regional Advisory Board -
Agenda
May 14, 2018
SWCC Red Oak Center   Red Oak, Iowa

Roll call and Introduction of guests – Dr Alan Ladd, Chairperson __P__ present

_P__ Misty Grey
_T__ Luann Langel
_A_ Kathy Somers
_T__ Lisa Hilder
_P_ Gilbert Thomas
_A_ Tom Lesan
_T__ Dr. Jane Hall Chaillie
_A_ Dr. Lane Plugge
_A__ James Holwegner
_P_ Kim Carter

_P_ = in person   _T_ = via technology

GUESTS:

• STEM Bites to share (stories, artifacts, and such)

Old Business to Bring Forward – no action items

• **STEM Day at the Capitol** – Feb 14, 2018 Thanks to Somers and Holwegner for helping

• **Notes from the Board Chair Calls** – Ladd, Plugge

• **Notes from the Communications Work Group** – Ladd

• **Budget Updates** posted through **April 30, 2018**. The SW STEM Region will be 100% expended at the end of the FY.

• **Scale-Up Award process for 2018/19** – completed. Thanks to all the reviewers. *(Carter, Thomas, Langel, Lighthorop, Ladd, Plugge, Holwegner)* Waiting list is moving as usually happens. Current plan calls for 6 shared professional development activities, 4 region specific professional development activities.

• **BEST Awards in SW STEM Region:** implementation is progressing; it has been good to follow along and make sure that resources were available to help the teams in their planning/implementation:
  - IKM-Manning year 2 – HS – Trevor Miller Supt
  - IKM – Manning MS project –Sharon Whitson
  - SW Valley MS Project –Lora Top
  - Atlantic CSD project – Steve Barber

• **Future Ready Iowa Summit HyVee Hall on April 3rd** -registered about 80 people from the SW Region. Comments have been good and projects are in the works. The IKM-Manning HS BEST exhibited in the BEST area. **Somers and Johnson** from the STEM Advisory Board were in attendance
• STEM Festival Activity – has been a great year. 12 completed, 3 cancelled or modified with intent for next year.
    Shelby Co Ag, Page Co Ag, St Malachy Creston, Essex HS Science/Math Team, Woodbine Early Childhood Festival, Lewis Central MS, SW Valley @ MS in Villisca, Harlan CSD, Guthrie County Festival at Coon Rapids, Oakland Riverside Elementary, AHSTW Elementary, Griswold CSD

12:00 – 12:45 New Business – no action items – updates from Manager Deb Frazee
• Purchase of New Banners with private funds donated to each region ion Iowa. Set of 4 on display.
• BEST Grant update – new application which will be on-line; modified rubric, clearly stated criteria for writing and review. Timeline will put information on State STEM website late May then application in June and due date is September 14th.
• Regional Manager Appointment to the SW Iowa Planning Council March 2018 – Education at large member – 8 county area.
• Check-out Program has been widely used. Clearly will capture the numbers and other data for the year-end report.
• Externship Opportunities in SW Iowa for Summer 2018 – at least 5 programs operating to give educators a chance for business opportunities and then tie back to curriculum
• Re-Appointment season for Board members: Those with terms ending in 2018 include: Somers, Johnson, Lesan, Langel, and Gray.
  Governor’s staff should have sent a re-appointment letter to each of you. Complete the re-appointment application by May 14th and the process will then change gears for any who do not seek re-appointment.
• Retirement – Dr Lane Plugge – has found a candidate to replace and will coach with an application as soon as the letter is received by Manager or the Governor’s staff
• Any other position openings anticipated?
  Final position is still open from the 2017-18 year. Would prefer a business emphasis but can target to other areas if necessary.
  Appointments occur in June with seating effective July 1.
• Evaluation of the 5 meeting per year format – 4 scheduled plus Scale-Up review? What to plan for the coming year?
• Manager Report Document- activity for 3rd qtr. (including Social Media data)

12:45 – 1 pm Upcoming Dates:
  May 16: Iowa STEM Council Mtg DSM all day
  May 22–23: Click 2 Science in Omaha (informal educators)
  June 4-5: STEM Team training activities – DSM
  June 7–8: IA Ag Literacy Class at Manning
  June 11–14: Teacher in the Workforce activity (NE portion of the region)
  June 13: IA Dept of Ed Future Ready Learning Ankeny
  June 25–27: Manager vacation days
  July 2 – Subawards take effect for new year
  July 9 – PD season opens…through October
  August 19 – STEM Day at Iowa State Fair

Question and Answer Session; Information sheets in Folder; Closing Remarks
• Next Meeting July, 2018 at the Hub in Red Oak TBD
MINUTES FROM SW STEM REGIONAL ADVISORY BOARD MEETING

The regular meeting of the SW STEM Regional Advisory Board was called to order by Chairperson Dr Alan Ladd at noon on May 14, 2018 in Room 111 of the SWCC Red Oak Center. STEM Regional Manager Deb Frazee reported 6 members present (Ladd, Carter, Johnson, Thomas, Gray and Lowthorp), 4 members connected via technology (Chaillie, Leinen, Hilder and Langel) and 3 members absent. A guest present via technology was Lindy Ibeling, Communications Director for the Iowa STEM Council. She was connected form her office at UNI in Cedar Falls.

STEM Bites were saved until the end of the meeting to include the folks via technology.

In old business a review of the STEM Day at the Iowa Capitol on February 14 was given by manager Frazee which included details of the personal folders prepared for the legislators of the SW Region with a name card on the outside and a personal letter in the folder of information. Thanks to Jim Holwegner and Kathy Somers for assisting at the event.

Alan Ladd provided some information from his recent Board Chair call (scheduled monthly) pertaining to the scoring system for the Scale UP review process in the new data base which was completed in March 2018. The review process went smoothly. Thanks to the 7 Board members in the SW who assisted in the process.

The Board chairs also discussed need to coach writers of “lesser quality applications” and the NW STEM region is considering hosting some workshops to assist writers. We will seek more information about that activity.

The communications Work Group is seeking additional members so that there is 2 from each of the 6 STEM regions. Alan Ladd continues as a member of the group- the SW Region is seeking an additional member. Lindy Ibeling was able to offer some insight regards goals and anticipated projects in coming days.

Deb Frazee reported that the SW STEM region will be 100% expended in both operational accounts – Hub operations and Scale-Up program- when the June 30 close of the fiscal year comes. The Hub account is closed out May 30 while the Scale-Up account has until June 30 for claim submission.

The bi-monthly claim form is posted on the SW Regional website on the SWCC STEM pages.

Manager Frazee provided some additional insights into the Scale-Up 2018-19 award process which is in full swing of scheduling and communication. The waiting list is already moving and there will be locations for PD events both in the region and also as a shared program with single locations for a state-wide training in some programs which had fewer awardees.

Updates on previously awarded BEST programs in the SW STEM Region, IKM-Manning HS is on their final reporting for the FIRE program (Luann Langel is in charge of that document); there are 3 programs in implementation stage which will be submitting claims and progress documents this June (Atlantic Apprenticeship Center by Supt. Steve barber, IKM-Manning MS Maker Space by Principal Sharon Whitson, and SW Valley MS Makers Space by Principal Lora Top). These reporting documents and claims go directly to the operations center at UNI.
The **Future Ready Iowa Summit held in Des Moines in April** had about 950 attendees. A large audience saw national speakers addressing the concerns that Iowa is feeling about the need for current and future workforce members. Kathy Somers and Larry Johnson were able to attend the event. Johnson offered a few comments about some of his take-aways. The emphasis on STEM in the workforce has become much stronger in recent months.

Manager Frazee reported that 12 STEM festivals are on the books in the SW Region. Three festival that were anticipated did not happen due to outside issues but those districts are already in conversation about the coming year. The numbers of attendees and the relationships with business partners in and outside of the region are boosted significantly from the effort in planning and carrying out these festivals. Thanks to those Board members who assisted in assorted ways, especially in April when we held 5.

In items of new business Manager Frazee reported that ITC Midwest a utility partner in Iowa had donated $2,000 to each STEM region for materials to be used at STEM Festivals. In the w 4 new STEM banners were purchased to replace those which were fraying at the bottom (used since 2014), and backpacks which are given to students at STEM Festivals.

The **BEST (Businesses Engaging Students and Techers)** program has undergone a major upgrade which includes a new application process since it closed last October. The BEST application will now also be in a data-base format form created by the technology dept. at UNI. The new cycle will open in June and a submission deadline for September 14 is anticipated. If interested in reviewing BEST grants please let Lindy or Deb know.

Manager Frazee reported that she has been appointed to an 8-county Education position by the SW Iowa Planning Council. The members of this council include economic development, chambers, members of boards of supervisors and city government.

There are many externship opportunities in SW Iowa for educators in summer 2018. The STEM Hub will be following teachers in 5 different programs to see how things progress.

The Re-Appointment season for the 6 Regional Advisory Boards is open now. There are 5 renewing members who should have received letters from the Governor’s office. The timeline for that process would mean to complete the re-0appointment form as soon as possible so that any not wishing to renew can then be processed as an open seat.

Lane Plugge has submitted his resignation from the board due to his retirement so Manager Frazee will forward that letter to the Governor’s office and work to find a replacement from the AEA circle.

There is a 15th potion that was not filled on the Board in July of 2015 so we can also be thinking of good candidates to visit with about the needed paperwork.

The final item of discussion was the 4-meeting per year format. Discussion was that communication lines are good and the additional activities such as Mega-Meeting and Preview processes for grants also consume time so the consensus was to leave the meetings at 4 per year and seek out the Monday times as currently scheduled.

Manager Frazee asked for questions related to the Quarterly report she submits at each meeting. It was a busy quarter and the Social Media numbers were increased significantly, possibly due to the visibility at STEM Festivals.

STEM “Bits and Bites” included reports from:
• Lisa Hilder regarding the Poet activity in Corning with the 4th graders on their Watch Me Grow program with the corn plot.
• Janell Leinen regarding the REC initiative to create travelling Energy kits which schools can share. There are 6 electric cooperatives in the area working on this project.
• Kim Carter shared that the recent Antigravity Games were again hosted at IWCC in Council Bluffs and Harlan CSD was the winner.
• Lindy Ibeling reported that the State Fair STEM Day on the Grand Concourse will be Sunday August 19th. Volunteers are always welcomed in the trenches.
• Jane Chaillie reported that she has had another meeting with reps on the Graceland Campus and the team is hoping for a STEM Festival at the University during the Fall, 2018.
• Luann Langel reported that the school year is winding down and she will be completing the final report for the Operations Center at UNI.

Being no further business the meeting adjourned at 1:35.

Submitted by Deb Frazee, Notetaker