

# Flying the Plane While You're Building It

21CCLC – Years One And Two

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21<sup>st</sup> Century Community Learning Centers Grant

# Rochelle

Located in North Central Illinois

1.5 hours from Chicago, 35 minutes south of  
Rockford, 20 minutes from DeKalb and NIU

Rochelle and Hillcrest- 11,000 people

Many subdivisions in the country

Rural community

Agriculture, Warehousing, Cold Storage

# Rochelle Elementary D231

Pre-K through 8 District

Enrollment- 1582

Four K-5 Buildings

1 Middle School

57% White

32% Hispanic

8% Two or More Races

2% African American

65.5%- Low Income- 2014

22.2%- Low Income- 2000

21.1%- ELL- 2014

4.7%- ELL- 2000

# Congratulations!

## Now What!?!

### **Where Do You Start?**

Logo, parent contact, creating documents, program design

### **Key Stakeholders**

How to get them to buy in, working with administration, principals, teachers and parents

### **Programming and Daily Operations**

Finding partners, scheduling, managing the “chaos”

### **Attendance**

Getting students to attend, retention

### **Family Engagement**

Communication, involvement

### **Staff**

Retention, training

# Where Do You Start?

Designing A Logo

Creating Documents

[Website](#)

Facebook Page, Twitter

Program Basics- Calendar, Hours of Operation

Full-Time Staff

Start Taking Pictures Immediately

TV, Radio, Social Media, Newspaper, Email Blasts,

Join Local Non-Profit and Service Organizations

**\*Be Aware of Language Barriers\***

# Key Stakeholders

Principals, Teachers, Parents

How is this program going to HELP them?

Form An Advisory Committee

Discuss Expectations- Identify Needs

Communication and Chain of Command

Your Most Important Allies

Custodial Staff, Kitchen Staff, Secretaries,

Lead Teachers, PTO Parents,

School Nurses and Counselors, Transportation Director

# Daily Operations

## Program Design

How Do You Want Your Day to Look?

Discuss with All Stakeholders

## Managing The “Chaos”

Biggest Challenge, Define Roles, Establish Routines, Common Expectations, PBIS, Class Dojo, Student of the Month, Class of the Week, Student/Staff Ratios, Hiring Outside Staff

## Transportation

# Programming

Creating Partnerships

Non-Profits

Companies With Volunteer Programs Organizations  
Within Your Community

Bi- Annual Partner Luncheon- [Promotional Video](#)

Scheduling

[Google Calendar](#)- Include All Parties

Curriculum

“Pre-Teaching”, Partner Programming, Field Trips



# Attendance

Getting Them To Enroll

Communication With Parents

Promotion from Classroom Teacher and Principal

## Retention

Kids need to feel their time is being well spent

Incentives- 30, 60 and 90 day attendance

Climate- Face at the Door, Bulletin Boards, Photos

Programming- Are They Having Fun?

Staff- Best of the Best

# Parental Engagement

## Communication

Remind, Facebook, Website, Email

All-Call, Notes, Face to Face, Get the Students Excited!

## Involvement

Monthly Parent Child Activities, Monthly Parent  
Breakfasts, Parent Education, Volunteer Opportunities

## Make it Fun!

Low stress, Light Programming,  
Remember Your Audience

# Staff

## Retention

Competitive Salary, Benefits, Administrative Support

## Training

IAN, Local Universities, [SEDL](#), ISBE, School District, ROE, [Y4Y](#), Beyond the Bell

Most Importantly- Connection with Director  
Develop PD Plan- What Does Your Staff Want?

# What Do I Do If It's NOT Working?

Who Is Saying It's Not Working? Listen

- Without Ego

Talk to Your Mentor

- Most Obstacles Are Not Unique

Talk to Your Consultant at ISBE

- There is wiggle room within your grant

- They want you to succeed

Questions,  
comments, or  
concerns?

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