StEP Committee Meeting Minutes
February 19, 2014

Attendance: Bill Neyer (Chair), Tom Boggs, Barry Porter, Erin Harris, and Alicia Franklin

I. Welcome
Erin welcomes committee and begins to share teacher testimonials from our teacher assessments completed in the summer of 2014. Testimonials described how fitting and great the program is and how it helped with students’ math skills.

II. Updates
School stores
a. Student Numbers
   Erin reviewed the student totals from 2012-2015. It has increased substantially. Erin explained the growth is due to class sizes, number of grades being added at existing schools, and a few new schools.

b. New Schools
   i. Pleasant Hill-300 students
   ii. Pleasant Run- 517 students
   iii. Covedale- about 180-200 students (Referred to us by a former teacher at Kilgour Elementary)

c. Returning Schools
   i. 14 CPS
   ii. 2 CISE/1 Christian
   iii. 3 Surrounding Districts School (i.e. North College Hill and Northwest)

Making a Deeper Impact
Teacher engagement: Erin provided packet of action plans for each StEP school. The action plan describes the weaknesses and strengths of each school. Each weakness will be addressed with a specific action plans to turn them into strengths. The committee thought this was a great addition to have.

The ideal way to grow in StEP will be through adding grades each year. The first year may only be made up of a school’s entire 3rd grade. The following year, an ideal growth would be adding all of 4th grade.
Revamped assessment: Previous years have focused on the improvement of math scores. The assessment currently is focusing more on the development of decision making skills.

**Business Partners**

a. YP’s
   Described YP’s involvement with StEP for the upcoming year. Erin updated the committee on the StEP training event and how successful it was. Committee believes this is a great direction for us to continue in and believes partnership will truly be helpful.

b. New business partners
   Committee reviewed entire list of business partners. A sample welcome letter for business partners was shown. Committee approved of it.

c. Returning
   Erin spoke with committee about the idea of the StEP team meeting with business partners over coffee to receive feedback and to get to know the volunteers.

**Budget**

FY 2015 YTD - $30,000. Successfully, 80% of store items have been purchased already this year. The school sizes have doubled and still StEP is operating under the budget. Budget was cut again this year.

Committee wants to know if a value is being attached to the amount of time each business partner is attributing to our program. Committee believes it would be beneficial for StEP to develop an assessment tool that will be able to put a value on that time.

**III. Next meeting**

Committee meetings for 2015 have not been scheduled at this point. The committee will be advised of the schedule as soon as it is available.