

TO: Youth Council

Date: May 10, 2002

FROM: Youth Council Staff

For Action
 For Information
 Meeting Notes

SUBJECT: Quarterly Report for 14-18 Year Old Year-Round Youth Program

PROPOSED MOTION: Information only.

DISCUSSION: There is a requirement in MCOE's Year-Round Youth Contract that the Youth Council be provided with a quarterly report on the program status. The contract is being amended to expand the size and scope of the report. MCOE has chosen to report using the future format. The report is attached.

ATTACHMENTS: April 1, 2002 MCOE Quarterly Report

To: Merced County Youth Council

From: Robin Davis

Project Specialist, Youth Opportunity Program

Re: Quarterly Report for 14-18 Year-Round Program

Date: 1 April 2002

1. Overall status of the program: We received our first monitoring report in February, which summarized that overall the program is operating well, students are benefiting, and customer service surveys indicated satisfaction with services.

2. Past quarter highlights: In the past quarter, EDD heavily recruited in the high schools. Enrollments, particularly in EDD and JCG, have been constant and high. The YOP Youth Steering Committee meetings are always full and lively. It is an opportunity for youth representatives from each program to voice their ideas about the program and leadership activities. Officials who plan the agenda were elected in February.

In February, Valley Community's Schools' Workplace Learning Academy started working with the Housing Authority, employing 16 students for 20 hours a week doing repairs on Section 8 houses. Average school attendance for those students was 70%. Since entering the program, the students have a 93% attendance rate.

In March, mentors from Merced and outlying programs, including ROP, EDD, JCG, and LBUHSD, organized a trip for 70 YOP students to CSU Sacramento. Students received a tour, lunch, and information on admissions, EOP, and the summer bridge program. It was a successful day, making our youth aware and excited about higher education.

In March, 173 YOP students and 22 mentors attended the Perry/Yokely banquet and presentation, "Taking Control of My Future". Before students could attend, each developed individual goals and received instruction and discussion over 4 weeks in goal setting, life long learning, self sufficiency, and healthy choices. Evaluations by participants reflected that all felt it was a worthwhile event and learning experience that they would recommend to others.

- 3. Past quarter deficiencies: Major concerns of the monitoring report were file documentation (diary entries, missing documentation), following work statements, and consistency among the subcontractors.**
- 4. Past quarter recruiting/marketing efforts: Program brochures, posters, representation at the One-Stop (Employment Resource Center) and in high school career centers. Recruitment has not been a problem as we are at capacity.**
- 5. Number enrolled: 897**
- 6. Number of hard/soft exits: 308**
- 7. Past quarter expenditures: approximately \$250,000**
- 8. Current budget status: We had a carry over of about \$200,000 in the first 10 months, due to staggered staff hired on and the unknowns of starting a new program. All of this was absorbed in student wages and the entire budget for the contracted period will be spent.**
- 9. Next quarter challenges: All YOP mentors have a full load of participants, many of whom will stay in the program until graduation. Maintaining proper documentation, providing follow-up to exited participants, and providing a successful summer program are next quarter's challenges. This quarter, we provided additional staff training in proper documentation of files, including diary entries, ISS, and WIA documentation. We reviewed performance measures and ensured each subcontractor's work statements are understood. I have reviewed all participant files to ensure proper documentation and services are provided.**
- 10. Technical assistance needed: None.**