

9:00 a.m. and 5:00 p.m.

- Period 3 Stipend Date (February Start programs) – Thursday, May 3, 2018

Please contact Teen Stipends at teenstipends@afterschoolmatters.org if you have any additional questions or concerns.

Action Required: New PACR for Summer 2018

After School Matters is rolling out a revised Program Acknowledgment, Consent, and Release (PACR) Form for Summer 2018. **ALL TEENS in an apprenticeship program—whether returning to After School Matters or new to programs—must submit a signed form in order to participate and be eligible to receive a stipend. This is true for returning teens who already have a PACR on file.** Teens and parents/guardians can either sign a paper copy and submit it to program instructors, or they can sign electronically.

The PACR must be read and signed by both the teen (including those 18 and older) AND a parent or guardian. Unaccompanied youth (youth who are not in the physical custody of a parent or guardian) who are 18 years or older may sign the forms on their own behalf.

Teen Pay and Stipends Page

The Teen Pay and Stipend page is a new way for your teen to see if they're on track to get paid for the current program session. Teens can access their personal page by logging back into the After School Matters application using their Application ID Number. Once logged in, they can navigate to the Teen Pay and Stipends Page and see if they are on track to be paid!

Teen Interview Outcomes

Interview outcomes under Cityspan's interview tab were due by **April 2, 2018**. An interview outcome must be entered (Recommend Enroll, Do Not Enroll, Not Interviewed) for every non-waitlisted teen who applied for the program. For more details on entering Teen Interview Outcomes click [here](#).

Summer 2018 Teen Application

The summer 2018 teen application is now open. Instructors should encourage teens in their spring program to complete the teen application after teens complete their spring 2018 teen survey. As a reminder, the teen application is mobile-friendly. Teens can apply to summer programs by visiting www.afterschoolmatters.org/apply.

Rollover Teens

Please note that teens may not be rolled over from spring programs to summer programs. If a teen in your program is interested in participating in your program this summer, they must undergo the full application process, and submit a new teen application. Teens can apply to summer programs by visiting www.afterschoolmatters.org/apply.

Important Dates & Deadlines

Monday, April 2, 2018

Deadline for Program Providers offering Summer 2018 and Full-Year programs (runs all sessions) to submit all supporting documents (e.g. Contracts, Budget, I-9, W-4) and complete all required background checks

Saturday, April 7, 2018

Spring Teen Survey opens

Tuesday, April 10, 2018

Non-program day (SAT testing)

Friday, April 13, 2018

Non-program day (CPS School Improvement Day)

Monday, April 16, 2018

Teen Survey opens

Thursday, April 19, 2018

Non-program day (HS Report Card Pick Up)

Friday, April 20, 2018

Deadline for Spring 2017 budget revisions

Friday, April 26, 2018

Cityspan Training, S/SW Branch @ Phalanx Family Services, 837 W. 119th St., 10:00am - 11:30am

Monday, April 30, 2018

Cityspan Training, N/NW Branch @ Lutz Center, 3435 N. Cicero Ave, 4:00pm - 5:30pm

Saturday, May 5, 2018

Program end date (February-start programs)

Saturday, May 26, 2018

Program end date (March-start programs)

View the full [After School Matters 2017 - 2018 Program Calendar](#).



Opportunities & Resources for Teens



Chicago Arts Access Program

The Chicago Arts Access Program (CAAP) is a three-year college bridge program for CPS students interested in studying art and design. The program prepares CPS high school students with the skills and preparation needed for admission to and success at top tier art schools. CAAP is now accepting application from current high school freshmen. Applications are due by Monday, April 16, 2018. More details can be found [here](#).

Peace Hub's Impact Youth 2018 Conference

The Peace Hub is hosting it's 4th Annual Impact Youth conference. This free conference is for youth and youth advocates, and includes workshops on trauma, gangs, mindfulness, and more. The conference will take place at the Gary Comer Youth Center on Friday, May 11, 2018 and Saturday, May 12, 2018. For more information, view the event flyer [here](#).

UP2US Coach

Up2Us Coach is a national AmeriCorps service program that identifies and trains young adults to coach and mentor kids in low income communities. Coaches are trained in youth development and mentoring strategies to promote physical activity, healthy living, and good decision maing, while cultivating caring, trust-based relationships with the youth they serve. Up2Us Coach is currently seeking coaches for this program. For more information click [here](#), and to search for open positions click [here](#).

Discover Swarthmore

The Discover Swarthmore program is now accepting nominations! Discover Swarthmore provides an all-expenses-paid visit to one of the best liberal arts colleges in the country. This fall, Discover Swarthmore programs will be hosted September 13-15, 2018, and November 1-3, 2018. To nominate students who might be a good match for this opportunity, please submit [the nomination form](#). Nominations are due by June 25, 2018.

Check out more [teen opportunities](#) at afterschoolmatters.org.

Opportunities & Resources for Providers

Instructional Strategy of the Month

YPQA Pro-Tips: Interaction

Belonging: The Program that Plays together Stays together

- Lead Daily, structured community building activities like a check-in, icebreaker, reflection or energizer! You can find some instructor favorites [here](#).
- Help set the culture in the room. Do youth feel like they belong? Are they proud of and excited about the program?
- Celebrate your teen's achievements in and out of program. Shout them out when they do something exceptional, and encourage teens to do the same.

Collaboration: Group Work Skills are Life Skills!

- Include at least one group activity each program day, even if that group activity is a check in, check out, or icebreaker activity.
- Include at least one group project in the course of your program session. Vital group process skills like collaboration and group facilitation will be useful for your youth in college, careers, and life.

Leadership: Youth are powerful: Let them Lead and Mentor!

- Let youth lead and make decisions within group work and program activities. Leading an opening or closing activity is a great place to start for newer leaders!
- Have your advanced youth pair up with and mentor a newer participant.

Adult Partners: Share the Mic and give a reason for Expectations!

- Let youth lead and make decisions within program activities.
- Always give a why for requests and expectations. For example: "Can you please put your phone away? It's important that you be present and engaged for your group members during this activity." "Can we please respect the mic? When two people talk at once, we can't hear the great ideas people are sharing."

For more information about the Youth Program Quality Assessment (YPQA), the Interaction domain of the YPQA, and to hear from other After School Matters instructors, please click [here](#).

If you want to discuss this tool or additional facilitation and instruction strategies, contact Emily Nott, Manager of Professional Development at

Promoting Your Closing Showcase

A showcase flyer is a great way to encourage the community to support your talented teens. The [Flyer Templates section](#) on the After School Matters Branding Guide provides great tips for creating your flyer and even a template to help expedite the creative process!

STEM Learning Ecosystems Initiative

The STEM Learning Ecosystems Initiative is accepting applications from new STEM learning communities. The STEM Learning Ecosystems Initiative seeks to nurture collaboration among a variety of enthusiastic partners with the same goal: helping students develop important skills and engagement in science, technology, engineering and math. Communities that are selected will join 56 other STEM Learning Ecosystems in a National Community of Practice and receive technical support and coaching. For more information and to access the application, click [here](#).

Webinar: Support the Mental Health and Emotional Wellbeing of Your Transgender Students

In this session, student affairs expert Aaron W. Hughey will cover all aspects of meeting the needs of the transgender college students at all levels by all members of the campus community (faculty, staff, administrators, peers) at all types of institutions. This session will provide evidence-based best practices for meeting the comprehensive needs of the transgender population in higher education. For more information, click [here](#).

1st Annual TREP Conference

The 1st Annual TREP Conference will take place on Friday, May 18, 2018 at Chicago Theological Seminary - 1407 E. 60th St. Chicago, IL 60637. The conference theme is *Moving Trauma Responsive Schools From Rhetoric to Practice: An Examination of the Policies, Structures, and Practices Necessary to Improve Student Outcomes*. For more information, click [here](#).

External Assessors

This summer, the After School Matters' Research and Evaluation team will be contracting with 15 new external assessors to conduct Youth Program Quality Assessments of our programs. The assessors will visit 15 programs during the summer session and use their objective observation notes to score each program using a research validated tool called the Youth Program Quality Assessment. If you know someone who would be a good fit for one of these openings. Please have them apply [here](#).

Support Services Directory

As you build relationships with young people, it's important to remember when and how you can provide additional support if it's needed! If a young person needs additional resources, you can use the **Support Services Directory** After School Matters has created to help connect them with resources in their community. If you need to provide a young person with additional support, remember to **always** loop in your Program Specialist. Please also note your status as a **mandated reporter**.

Opportunities & Resources for Alumni

Job Opportunities for Alumni

After School Matters Alum looking for summer or part time work are encouraged to contact Samantha Deane, Teen Career Services and Alumni Relations Specialist, at Samantha.deane@afterschoolmatters.org. An After School Matters Alum is any former Gallery 37 or After School Matters program participant who has aged out of After School Matters or graduated from high school.

Program Provider Highlight

Tonie Houke

Culinary Arts @ Zion Lutheran Church



Chef Tonie Houke has been an After School Matters instructor for 8 years. She is the instructor of Culinary Arts @ Zion Lutheran Church in the Roseland community. In this program, teens learn to develop recipes, learn various cooking techniques, and

prepare meals that incorporate healthy and budget-friendly ingredients that teens can share with others. Chef Tonie has also gone above and beyond to support diverse learners, and to ensure our inclusion efforts are met in her program. At the end of the program, teens have the opportunity to showcase their talents during a cookout for friends, family and community members.

Thank you Chef Tonie, for all you do for After School Matters!

Safety First!

Reporting Injuries: If teens are injured during programs, please notify your Program Specialist as soon as possible.



Teen Stipend Reminders

Wintrust Bank

Teens are able to cash their stipend checks for free at any Chicagoland Wintrust Bank! Teens can find the nearest Wintrust Bank location [here](#).

Urban Partnership Bank

Teens are able to cash their stipend checks for just \$1 at any Chicagoland Urban Partnership Bank! Teens can find the nearest Urban Partnership Bank location [here](#).

School IDs, State IDs and Driver's Licenses will be accepted as forms of identification for cashing checks at both banks.

Contact Us!

You can reach the **Teen Stipend Hotline** at **312-768-5199** or [email us](#).

Comuníquese Con Nosotros

Para mas información en español, llámenos al **312-846-7106** o mándenos un correo electrónico a espanol@afterschoolmatters.org.

Thank you for showing teens they matter.

Connect with us on social media for more program highlights.



#TeensMATTER

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SCHOOL matters®

www.afterschoolmatters.org