

Dear Program Provider,

Welcome to the After School Matters Program Providers Newsletter!



Program Updates & Reminders

The Renewal Application is now open!

The Renewal Application for summer 2019, fall 2019 and spring 2020 for **current program providers** was released on Monday, September 10 and is due on **Friday, September 28, 2018 by 5:00 p.m.** Providers must submit one renewal application per program.

How to Apply

The Renewal Application for Current Program Providers is a three-step process:

1. **Review your program's profile and consider how you will address areas for growth.** Summer 2018 program profiles will be available September 17. Additionally, please consider any discussions you may have had with your Program Specialist as you respond.
2. **Access the Renewal Application via Cityspan.**
3. **Submit your Renewal Form by Friday, September 28, 2018 at 5:00 P.M.**

More information, including the Renewal Application Guide with updated instructions, is available on the [Become A Provider page](#) of the After School Matters website.

Check the After School Matters [website](#) for the renewal launch announcement, which will include instructions in the renewal application guide.

Fall 2018 Teen Application & Enrollment Information

Please review and adhere to the below timeline for fall 2018 teen applications, recruitment, and enrollment.

Key Enrollment Dates: Stay on track to meet your fall enrollment deadline!

- **Saturday, September 22:** Enrollment deadline for all Fall 2018 programs
- **Monday, September 24:** Second teen enrollment notification email to all teens who have applied to fall 2018 programs (except for those that already received the August 20 email)
- **Monday, October 1:** Third teen enrollment notification email to all teens who have applied to fall 2018 programs (except for those that already received the September 24 email)

Enrollment Deadline - September 22 at 5:00 p.m.

All fall 2018 program rosters must be finalized and entered into Cityspan by 5:00 p.m. CT on Saturday, September 22.

Exceptions will not be made. Adherence to this deadline is crucial because of the below teen enrollment notification schedule. On September 24, ALL teens who have applied to your program will receive an email notifying them of their enrollment status - PLACED or NOT PLACED.

Save the Date! Instructor Forum 2019



The annual [Instructor Forum](#) is a full day of workshops, breakout sessions, and activities which support you and all other After School Matters instructors in continuous improvement. The Instructor Forum offers you an opportunity for professional development, a chance to come together as a community and learn from one another, and a space to celebrate your work.

The 2019 Instructor Forum will be February 1, 2019 at NEIU from 9:00 a.m. - 4:00 p.m. Please place a calendar hold for this event: it is a required session for all Spring 2019

After School Matters instructors.

To be effective, the Forum is built on the input and feedback of our instructor community. We want to know what you need from your Forum this year! Please take this brief [survey](#) to tell us what you need from your 2019 Instructor Forum.

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. For more information about this resource, click [here](#).

Instructional Strategy of the Month

Great First Day Checklist

Use this handy checklist to make sure you have everything you need for a Great First Day! From reminding teens and parents about program start, to starting the day right with community building and norm setting, to filling empty spaces right away, program start can be a lot of moving pieces. Print and post [this tool](#) to make sure you have your first day on track!

If you want to discuss this tool or additional facilitation and instruction strategies, contact Emily Nott, Manager of Professional Development at emily.nott@afterschoolmatters.org or 312-702-8591.

Important Dates and Deadlines

Monday, September 10

Renewal application opens in Cityspan

Friday, September 14

New Instructor Institute

Saturday, September 15

Downtown Branch Fall 2018
Orientation (9-10:30 a.m.)

Friday, September 28 by 5pm

Renewal application due in Cityspan

Monday, October 1

Fall 2018 Programs begin

Monday, October 1

Teen Interview Outcomes due in Cityspan



Monday, October 8
Non-program day (Columbus Day)

Wednesday, October 31
Non-program day (Halloween)

Friday, November 2
Non-program day (CPS School
Improvement Day)

Monday, November 12
Non-program day (Veterans Day)

Thursday, November 15
Non-program day (HS Report Card
Pick-Up)

**Wednesday, November 21 -
Saturday, November 24**
Non-program days (Thanksgiving)

Saturday, December 7
Fall 2018 Programs end

View the full [After School Matters 2018 - 2019 Program Calendar](#).

Opportunities & Resources for Providers

Voting Education Initiative

After School Matters is partnering with Rock The Vote to help eligible teens register to vote because we believe youth voice MATTERS. We encourage YOU to use the following resources in your program to facilitate an unbiased session about the importance of voting and to empower eligible teens to register to vote. Click [here](#) for the Voting for Peace slide deck. Click [here](#) for the teaching guide to accompany the slide deck. If you don't have access to technology, all information from these resources can be adapted to a low tech environment. This guide offers slide-by-slide talking points, activity suggestions, as well as additional resources. We invite instructors to facilitate a session on "Voting for Peace," to encourage eligible teens to [register to vote](#) and to share photos from your Voting for Peace session on social media.

Voting matters, because youth voice matters. Here are a few do's and don'ts to help you remain unbiased:

Dos and Don'ts:

- Do - invite anyone who will be 18 by November 6, 2018 to register to vote.
- Do - register anyone who wants to register.
- Do - remain neutral/nonpartisan.
- Do NOT - endorse or denounce any candidate or party.
- Do NOT - tell a teen which party with which you affiliate.

- Do NOT - advise a teen on which party to choose.

We'd love to hear your feedback! When you complete your voter education session, share your feedback with us [here](#).

Chicago Public Library 2018 Teen Services Summit

Join the Chicago Public Library (CPL) on Tuesday, November 6, 2018 for a hands-on, active learning summit intended for in-school and after-school educators who work with teens. This day will showcase the wealth of opportunities in which teens can take part through Teen Services and beyond at CPL. Click [here](#) for more information, and click [here](#) for the summit flyer.

Program Provider Highlight

Angela Bowman

Brand BUILD



Angela Bowman has been an instructor with After School Matters for two years through Build, Inc. Her program, Brand BUILD, integrates entrepreneurship skills with mentoring and peer support. Teens in the program design jewelry, candles, and bath & body products to express themselves creatively while also gaining tools needed to build a successful business. This past summer, teens worked to create business plans and had the opportunity to present these plans to mock investors. Additionally, Angela works to blend small business teachings with restorative justice and youth development practices to support teens in both their professional and personal growth.

Thank you Angela for all you do for After School Matters!



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.

Support Services Directory

If a young person needs additional resources, you can use the **Support Services Directory**

Learn more about the **The Key: Young Critics Mentorship Program** [here](#).

Learn more about the **Bottom Line College Access Program** [here](#).

Click here for information on the **Teen Arts Pass**, a new initiative that gives teens access to \$5 professional performance shows.

The Anti-Defamation League is accepting submissions for the **2018 Our First Amendment Freedoms Art & Essay Contest**. Click [here](#) for more details.

After School Matters Alumni looking for part time work are encouraged to [contact Samantha Deane](#), Post Secondary Program Manager.

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

Thank you for showing teens they matter.

Connect with us on social media for more program highlights.



#TeensMATTER

AFTER SCHOOL matters®

