



Town of North Reading
Massachusetts

North Reading Youth Services Committee

Hybrid In-Person/Virtual Meeting
Monday, January 22, 2024 at 6pm

North Reading Town Hall Room 5
235 North St, North Reading, MA 01864

Link:

<https://us02web.zoom.us/j/82964834346?pwd=M3hoQ2VXQlpOTlFmK1pqWWFKQ0Erdz09>

Meeting ID: 829 6483 4346

Passcode: 727813

AGENDA

1. 6:00 Call to Order in Open Session
2. Approval of December Minutes
3. New Business
 - a. Meet Prospective Committee Member - Staci McCauley
 - b. Director of Youth Services Report
 - c. Nominate Youth Services Committee 2024 Chair and Vice Chair
 - d. Vote to confirm 2024 Chair and Vice Chair
 - e. Review upcoming meeting schedule and discuss possible guest speakers
4. Old Business
5. Meeting adjournment

Next meeting: Monday, February 12 at 6pm

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North Reading Youth Services Committee Meeting

Date/Time: Monday, January 22, 2024 / 6:00 pm

Location: North Reading Town Hall, Room 5

Committee Members Present	Committee Members Absent	Guests/Visitors Present
Peter Majane, Chair	Leseandria Thomas	Eleanor Richard, Youth Services Director
Jason Slattery, Vice-Chair		Lil Hartman, Public Service Director
Beatriz Vautin, Secretary		Amy DiChiara, Town resident (remote)
Amy Salomon		Frank Ferraro, Town resident
Alexis Arsenis		

1. **Call to Order.** Chair Peter Majane called the meeting to order at 6:00 p.m.
2. **Review of Minutes.** December 18, 2023 minutes were reviewed and accepted with one change. Beatriz motioned to accept and Jason seconded.
3. **New Business.**
 - a. Staci McCauley was not able to attend. Peter will reach out to Staci about attending the February meeting.
 - b. Youth Services Director (YSD): YSD met with Parks and Rec and other Town Departments and made recommendations to the facilities Masterplan Committee about the potential future intergenerational center. YSD attended a Life Long Learning Group meeting with other Town Departments; part of the discussion was around the definition of youth and who is covered by various services identifying a gap for the “young adults” aged 18-26. 12 programs ran last month, attendance was lower than November and more challenging; Committee members are encouraged to help recruit participants; youth are pumped about programs when Eleanor gets to get in front of them. Eleanor is working with the library to make as many connections as possible. The date for the Reality Fair is Monday April 22 for North Reading High School juniors, Eleanor will start working to recruit businesses to participate. YSD is working with the Community Impact Team to run some programs which are free this Winter. On the last page of the full YSD written report (attached at the end of these minutes) is the February 2024 youth service calendar. Frank was happy to see the Transcript article with joint activities between Youth Services and CIT.
 - c. Beatriz nominated Jason Slattery for 2024 Youth Services Committee Vice Chair and he was unanimously voted in. Jason nominated Peter Majane for Youth Services Committee Chair and he was unanimously voted in. Beatriz agreed to be the Youth Services Committee Secretary again for 2024.

- d. Peter will ask Jen Ford to be the guest speaker in February. Eleanor will reach out to guidance counselors or elementary school principal for April. We are moving the meetings from the fourth Monday to the third Monday of the month beginning February 2024. In months with a holiday on the third Monday, we will be meeting on the second Monday. The Youth Services webpage will be updated accordingly.
- e. The YS operating budget talks about the need for back up for Eleanor if she is sick or unable to hold programming. They are trying to have more coverage back up with Sharon and Tyler from the library.

4. Old Business. There was a discussion during the meeting regarding YSC members and renewing their terms. It was unclear whether a member, Frank Ferraro who asked to renew their term but was told over the phone that the Selectman was not putting their name forward as a Committee member is still a Committee member. Does the member need to receive something in writing saying that their term is officially ended and they are no longer a member of the YSC?

5. Meeting adjournment.

Chair Majane adjourned the meeting.

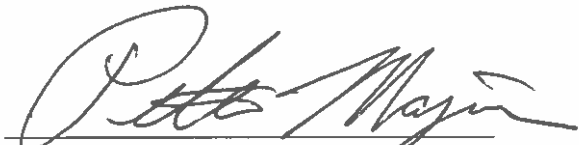
Next meeting: February 12, 2024

Meeting adjourned at 6:31 p.m.

Documents and Handouts	
December 18, 2023 minutes	FY2025 Operating Budget for Youth Services
YSC Update from Youth Services Director January 2024	

February 12, 2024

Minutes Approved on Date



Approval: Youth Services Committee Chair/
Peter Majane

YSC Update from Youth Services Director 1/22/2024

Department Operations

The Youth Services, representatives from Parks and Rec, the Senior Center Director, and the Public Services Director meet in early January to discuss space needs and space-sharing opinions within a future Intergenerational Center.

Youth Services attended a Life Long Learning Group meeting with other town departments on January 3. As part of the conversation with this group, programming, educational opportunities, skills-building, and social connections for the 18-26 “young adult” group were discussed. The degree to which this type of “young adult” programming falls under the Youth Services purview is unclear.

Youth Services additionally attended a Dementia Friends training to learn how a Dementia Friendly group could be formed by youth in North Reading and to Eleanor became a certified Dementia Friends Trainer.

Youth Services submitted the department’s FY2025 budget request. This request includes increasing funds for supplies by \$1,600, increasing funds for professional development by \$1,000, and a request for funding a part-time assistant director to support department operations and run youth and family programming.

Programming & Events

Youth Services continues to offer recurring monthly programs and pop-up programs. Since the last Youth Services Committee Meeting on December 18th, youth services has offered 12 programs and events. As the table below shows, youth attendance continues to be a challenge.

Date	Program	Youth Attendance	Novel Youth Attendance
12/19	MS Homework Help	4	0
12/21	Intergenerational Trivia	0	0
1/2	MS Homework Help	0	0
1/2	LGBTQIA+ Meet-Up	0	0
1/3	Home School Meet-Up	0	0
1/5	String Theory: Learn to Sew/Knit	0	0
1/9	MS Homework Help	2	0
1/10	Tabling at Middle School Lunch	N/A	N/A
1/10	School Avoidance/Refusal Zoom Meet-Up	0	0
1/11	Multicultural/BIPOC Teen Meet-Up	0	0
1/16	MS Homework Help	Canceled	Canceled
1/18	Disabled/Neurodivergent Meet-Up		
1/19	Teen Board Game Club		

Since October, Youth Services programs have had 85 youth attend, and without counting the redundancy of youth attending more than one session, we have had 33 unduplicated youth attend. The Youth Services department has offered a total of 61 hours of programming, of which 24 hours have had no youth in attendance. This equates to 40% of programming hours being unattended by youth.

Our upcoming programs for February can be found on the calendar at the end of this report.

Visibility and Partnership

Youth Services continues working with the Community Impact Team to create 12 family and parenting workshops spread throughout January to May in a series called Noodles and Noggins. The first six workshops are open for registration on the CIT website.

Eleanor tabled during both middle school lunches on January 10th. She talked with 56 middle schoolers about Youth Services programs (41 of which represented youth who had not previously attended YS events or programs) and handed out 48 “menus” of 2024 YS programming offerings. This also served as an opportunity for youth services to connect with teachers and administrators at the middle and high schools.

Eleanor attended the December meeting of the Middle School council. During this meeting a plan was created to have middle schoolers who fast during the month of Ramadan share the non-food-space that Youth Services will be running in the MS/HS media center during their lunch blocks.

Eleanor has also been working with the library to cross-promote programming, as almost all of it is offered in their space, and they do not have a teen librarian.

Upcoming YSC meeting invitations include:

- **Coalition for Substance Use Prevention (and Recovery)** – Jan. 22 - 10am (Hybrid)
- **Mental Wellness Action Team** - Jan. 25th - 10am (Virtual)
- **Middle School Council** - Jan 29th - 3:15pm (MS Principal’s Conference Room)
- **School Committee Meeting** - Jan. 30th - 6:45pm (MS/HS)
- **K-12 Action Team** – Feb. 7 at 6pm (DLL)

Serving Youth Together

The Recreation Department currently has registration for their winter programs on their website. Their winter offerings include basketball, karate, dancing, tumbleweeds, twinkle tots, wiggles and giggles, basketball skills clinics, inclYOUsion sports, and Robothink.

The library continues to hold Teen Advisory Board (TAB) meetings and offers D&D, Retro Video Game Club. The library also now has half-day Teen crafting events, such as felting and canvas painting.

CIT has the following youth-orientated workshops scheduled. Register online!

Program	Date	Time	Location
Youth Cognitive Development	1/24/24	7p	NRPD
Strength Bombardment	1/30/24	6:30pm	Flint Memorial Library
Ages, Stages, and Realistic Expectations	2/7/24	6:30pm	Flint Memorial Library
Setting Social Media and Digital Boundaries (with child)	2/8/24	5p and 7p	NRPD
Practicing Refusal Skills (with child)	2/8/24	6p and 8p	NRPD
Community Naloxone Training	2/12/24	6:30p	NRPD
Family Conflict Management	2/13/24	6:30p	Flint Memorial Library
Asset Building for Non-Parents: Be A Trusted Adult	2/27/24	6:30p	Flint Memorial Library
Mental Health First Aid For Adults Working with Youth (2-day certification)	3/13 & 3/20/24	5p-9:30p	NRPD

SUN	MON	TUE	WED	THU	FRI
			1	2 Teen String Theory (Learn to Sew/Knit) 3:30-5 @ Flint Memorial Library Study Room	
4	5 5th Grade Girls 3:30-5 @ Flint Memorial Library	6 MS Homework Help 3-5 @ Flint Memorial Library Study Room	7 Home School Meet-Up 1-2 @ Flint Memorial Library	8 Multicultural Teens Meet Up 3:30-4:30 @ Flint Memorial Library	9
		LOBTQIA+ Teen Meet Up 6:30-7:30 @ Flint Memorial Library Study	Ages & Stages Workshop 6:30 @ Flint Memorial Library		
1	12 5th Grade Girls 3:30-5 @ Flint Memorial Library	13 MS Homework Help 3-5 @ Flint Memorial Library Study Room	14 Intergenerational Valentines Dance Party 2:00-4:00 @ Senior Center	15 Disabled & Neurodivergent Teens Meet Up 3:30-4:30 @ Flint Memorial Library	16 Teen Board Game Club 3:30-5 @ Flint Memorial Library
8	19 PRESIDENT'S DAY	20 Teen Makers Lunch 12- 1:30 @ Flint Memorial Library	21	22 Teen Makers Lunch 12- 1:30 @ Flint Memorial Library	23
25	26 5th Grade Girls 3:30-5 @ Flint Memorial Library Destress & Decompress 6-7 @ Flint Memorial Library Teen Space	27 MS Homework Help 3-5 @ Flint Memorial Library Study Room	28 Wednesday Tween & Teen Craft Rooms 3:30-5 @ Flint Memorial Library Study Room	29 Teen Podcasting 3:30-4:30 @ Flint Memorial Library Study Room	



FY2025 OPERATING BUDGET

Department - Youth Services

Program -

Program Description

North Reading Youth Services' mission is to allow for the voice of our youth to be heard in the community. We strive to establish youth-driven social and experiential activities and provide opportunities for young adults to become active community members. Through these programs, we hope to foster a healthy self-image and encourage positive decision-making. North Reading Youth Services supports youth and families of all abilities and backgrounds. Youth Services works closely with key partners including schools, police, community impact team, library, and parks & recreation to support each other in joint initiatives and supplement existing programs.

FY2024 Accomplishments

- Conducted a comprehensive search for a new Youth Services Director.
- Established a Youth Services Office on the ground floor of the Flint Memorial Library, within walking distance of three schools and solidifying a connection with the Library.
- Conducted a town-wide survey of youth and families to determine programming needs and desires.
- Designed, scheduled, wrote curriculum, and created marketing materials to start new programs including middle school homework help, homeschool meet-up groups, high school and middle school creative writing workshops, and a teen podcasting club.
- Worked in partnership with the Senior Center to create monthly intergenerational events.
- The new Youth Services Director became Youth Mental Health First Aid Certified.

FY2025 Objectives

- Continue to develop and grow an evidence-based mentoring program and evaluate outcomes.
 - Work with CIT to create a series of parent and family workshops around supporting youth, growing youth skills and assets, and understanding youth development.
 - Create, market, and facilitate regularly scheduled youth affinity groups for youth who are disabled/ neurodivergent, LGBTQAI+, and BIPOC.
 - Organize a financial education "Reality Fair" at the high school for junior students.
 - Create and facilitate a lunch-time non-food-space for students fasting during Ramadan at the Middle and High School.
 - Improve data collection and analysis regarding program attendance, interest, and retention.
 - Run social skills groups for fifth graders and middle school youth.
 - Build on opportunities to offer intergenerational programming at the Senior Center.
 - Plan, market, and provide lunch-and-learn workshops for teens and tweens during school breaks.
-

Performance/Workload Indicators

Youth Services produced a "Reality Fair" for North Reading High School's 127 juniors in the spring. This program has 24 adult volunteers who worked to enhance students' understanding of the cost of living, the importance of budgeting, and the financial impacts of their choices. In addition, Youth Services offered a spring mentoring programming for 24 youths.

In collaboration with the Director of Public Services, the youth services committee designed and conducted a town-wide survey. Then they analyzed the survey results related to family needs, desired programs, and schedules for youth services. This survey had 110 respondents. The analysis of this data was used to design fall 2023 programming as well as programming for 2024.

Since beginning her tenure as Youth Services Director this fall, the new Youth Services Director has offered 28 total programs, totally over 50 hours. As of this report, 83 youth attended programs in the fall, and 35 represented unduplicated youth.

Small Capital and Projects

None.

Line Item Detail

Line Item	Increase/Decrease over FY2024	Reason for change
51110 Non-Union Wages	+ 25,000	Assistant Director Funding
54000 Other Supplies	+1,963	Programming Supplies
530000 Professional Services	+1,000	Professional Development

Budget Statement

Youth Services has requested a part-time Assistant Director for many years. This hire would allow Youth Services to run concurrent programs for different age groups and interests, thus increasing our program offerings by at least 40%. Additionally, when the director is sick or unavailable, we would not have to cancel offered programs (as we do now) but provide consistent youth programming by someone already well-known to our youth. This type of consistency is essential for the mental health and emotional support programs our department offers.

Furthermore, when Youth Services offers parenting workshops or caregiver meet-ups, the Director could provide support and education for parents/caregivers while the Assistant Director could provide fun and educational programming for the youth; this change would stop childcare from being a barrier to attendance. While this two-person model is sometimes possible with current Library and CIT partnerships, another person is only occasionally available. Without an Assistant Director, there is no consistency in allowing the same trusted adult to support youth.

The current Director plans to remain in her position long-term; however, this department's programming has had disruptions in the past when the Director left the role; a part-time Assistant Director would diminish such disruptions because there would be someone with experience and connections with engaged youth already employed by the town to sustain programming.

Budget Statement (cont.)

In addition, many youth-focused meetings happen after school between 3-5 pm (such as Middle School, High School, and Elementary Schools Council meetings), and the Director of Youth Services can only sometimes attend because she is running after-school programs. This fall alone, there were eight such meetings that Youth Services could not participate in. An Assistant Director could provide meeting coverage or afterschool program coverage to enable department representation in both places at once.

Office space is not a concern for this position, as Youth Services now has an office in the Flint Memorial Library with ample space, and the Library Director has agreed to have a part-time Assistant Director share the space.

The number of programs that Youth Services offered this fall increased significantly from the previous fall, and the planned programs for 2024 present an even more substantial increase. To keep up with programming needs, this budget proposal includes increasing the Youth Services supplies budget to \$3,600 to support different programming supply needs, programming snacks, and marketing.

Evidenced-based prevention and intervention strategies are continually changing in youth-focused fields; thus, continuing professional development is required for the Director to stay abreast of best practices. For this reason, I have asked for an increase in the professional services budget to fund opportunities for the Director to attend professional development.