



City Manager  
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TRANSMITTAL MEMORANDUM
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TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: January 13, 2021

RE: **Boys & Girls Club of Ketchikan Quarterly Activity & Financial Reports – October through December 2020**

Pursuant to paragraph (a) of Section 14 of the 2020 Community Agency Funding Agreement between the City of Ketchikan and the Boys & Girls Club of Ketchikan, attached for City Council review are copies of the agency's quarterly activity and financial reports for the period October through December 2020. Should Councilmembers have questions regarding the reports, staff can attempt to respond accordingly.

**Boys & Girls Club of Ketchikan**  
**October 1, 2020 – December 31, 2020**  
**Q4-FINAL 2020 Program Report to the**  
**City of Ketchikan, 1/8/2021**

Ketchikan Boys & Girls Club continues its work with the children and youth who need us most. The Club received a grant of \$12,460 for 2020 through the City of Ketchikan Community Grant.

**Demographics**

In 2020 to date, Ketchikan Boys & Girls Club has served **63** youth. **64%** of Club members are from single parent households and **82%** of Club members qualify for free and reduced school meals.

Ketchikan Boys & Girls Club	Q1	Q2	Q3	Q4	2020 Total (Jan – Dec)
Total Youth Served	54	0	26	20	65
Female Youth Served	27	0	14	10	34
Male Youth Served	27	0	12	10	31
Youth Served, Ages 7-12	47	0	21	16	58
Teens Served, Ages 13-18	7	0	5	4	7
Project Learn & Power Hour Participation	43	0	20	16	53
Triple Play & Healthy Lifestyles Participation	34	0	23	18	47
Torch Club, Youth of the Month, and other Character & Leadership Participation	18	0	19	11	33

\*Figures provided are unduplicated counts of youth served in a given time period.

**Meeting Project Goals**

Ketchikan Boys & Girls Club remains focused on outcome areas tied to:

- Academic Success (*Project Learn and Power Hour*),
- Healthy Lifestyles (*Triple Play Physical Challenges*), and
- Character & Leadership (*Torch Club, Youth of the Month, & Service Learning opportunities*).

**Goal 1.** The Ketchikan Boys & Girls Club will offer a variety of youth development programs that meet youth needs and interests.

- Objective a: 50+ youth will participate in Project Learn and other academic success activities.
  - **53** youth participated in Project Learn (unduplicated count) Q1-Q4 2020.
- Objective b: 50+ youth will participate in Triple Play and other healthy lifestyles activities.
  - **47** youth participated in Triple Play (unduplicated count) Q1-Q4 2020.
- Objective c: 25+ youth will participate in Torch Club and other Leadership & Service activities.
  - **33** youth participated in Torch Club and other Leadership and Service activities (unduplicated count) Q1-Q4 2020.

### Project Learn

The Ketchikan and Saxman Clubs combined operations at the Saxman location for Q3 and Q4. While initially disruptive, the move has resulted in a lower staff to Club member ratio, and staff have therefore been able to facilitate more intricate and difficult curricula with members. Boys & Girls Clubs of America's Fine Arts program is just such a curriculum. Students have worked with mixed media, created sculptures, learned both acrylic and water color techniques, and learned various drawing skills.

Power Hour continues to be offered each day. It has been wonderful having extra staff available for one-on-one tutoring, and children and youth seem to be making significant progress with their homework at the Club.

As always, Club manager Linda Faber, ensures kids are also exposed to STEM activities in the Clubhouse. At Halloween kids designed Halloween decorations which moved using levers and pulleys. They also learned about chlorophyll and photosynthesis by taking plant rubbings and then using the plants to make ink.

### Triple Play

The Club utilizes the beautiful gym in Saxman every day! Members always love playing basketball and dodgeball. Variations on freeze tag have been popular this quarter. The Club also completed a GooseChase (online scavenger hunt game) which focused on specific physical skills such as push-ups, sit ups, and yoga poses. Staff have also focused on teaching kids proper warm up and cool down stretches. Additionally, whenever the weather allows, staff get Club members outside to hike and explore nature and nearby parks.

### Torch Club and other Leadership & Service activities

Older members continued to volunteer at the local soup kitchen. Both Clubs made ornaments for elders in December. The Club honored a youth of the month each month this quarter.

Goal 2. Continue "More Members More Often." Ketchikan Boys & Girls Clubs engaged in these activities through a Ketchikan Community Foundation grant in 2017-2018 and the Clubs have used these strategies to increase their reach in the community. Strong communications planning and implementation is essential to the Clubs success. Getting youth, teens, and families into the Club is a part of the equation.

- Objective a: Conducting community outreach via radio, discussion with local school officials and other community partners, as well as earned media opportunities.
- Objective b: Host community events like the Back-to-School, Halloween, and Holiday socials offered at the Clubs in FY2018 and FY2019. The Clubs will continue to get the word out about programs in 2020.

The Clubs continue to cultivate an active Facebook presence. It's receiving more traffic in the way of likes and shares each month. The physical fitness GooseChase scavenger hunt was a hit, and the Club will continue to engage members and their families with the application. The Club hosted events for Halloween, Thanksgiving, and Christmas in Q4.

### Outcome Measurement

The Ketchikan Club is included in Boys & Girls Clubs Alaska's efforts to ensure youth program quality. Gathering information on how children and youth are doing at the Club and how the Club is doing overall is an important part of continuous quality improvement. Ketchikan Boys & Girls Club participates in the Boys & Girls Clubs of America's National Youth Outcomes Initiative (NYOI) annually with surveys administered in March/April for Youth (ages 9-12) and Teens

(ages 13-18). Survey results for the 2019 NYOI survey were released July 10, 2019. Survey administration in February/March 2020 was interrupted by Club closure in response to the COVID-19 outbreak at the end of the administration period. The Club was initially optimistic results would be available, but the response rate was too low to allow for results to be published. In October, members participated in a pilot NYOI survey. Though the survey was shorter than the typical NYOI survey, and we don't have a baseline to compare to, we hope to get an idea of how COVID shutdowns have affected members, and how virtual programming was received.

\*2019 NYOI Results, Ketchikan Boys & Girls Club:

NYOI Measure	Optimal (Doing Great)	Fair (Doing Fine)	Needs Improvement (Room to Grow)
Overall Club Experience	43%	57%	0%
Sense of Belonging	86%	14%	0%
Safety	50%	50%	0%
Fun	57%	43%	0%
Adult Connections	43%	29%	29%
Teamwork	29%	57%	14%
Leadership	14%	86%	0%
Goal Pursuit	0%	14%	86%
Concern for Others	0%	67%	33%
Concern for Community	0%	83%	17%
Conflict Resolution Skills	0%	86%	14%

The numbers for the Ketchikan Club are strong in a few areas like *Overall Club Experience* and *Sense of Belonging*. The *Goal Pursuit* measure is helpful with questions tied to educational and career goals. More "Room to Grow" in this area will lead to staff training and programs that will help make improvements to address this particular measure. Figures like those expressed *Concern for Others*, *Concern for Community*, and *Conflict Resolution Skills* may be more reflective of the age and level of maturity of the youth surveyed or may also warrant more attention than current programming affords.

Staff were unable to attend live Weikart Youth Methods trainings this summer as originally planned. However, Boys & Girls Clubs of America created online trainings covering the same topics through Spillett Leadership University. Staff also participated in online trainings covering emotional safety and trauma informed practice this quarter.

### **Additional Information**

It is anticipated the Ketchikan Boys & Girls Club will continue to serve youth from Ketchikan through the Saxman Boys & Girls Club through at least the remainder of the 2020-2021 school year. The search for a new Clubhouse site continues as was described in the letter to the City of Ketchikan dated August 21, 2020. Ketchikan Boys & Girls Club has continued to work to meet grant goals and mitigate the facility-related disruption. Given facility issues in 2020, the Ketchikan Club did not apply to the City of Ketchikan Community Grant Program for 2021.

## Monthly or Quarterly Billing Report And Request For Reimbursement

**Grantee  
Reporting Period**

Boys & Girls Clubs of Southcentral Alaska-Ketchikan Unit  
October 1, 2020 - December 31, 2020

**Report #**

**4**

**October - December 2020**

### Financial Report and Invoice

Cost Category	Annual Authorized Budget	Expenditure This Period	Actual Expenditures Year to Date	Balance of Funds
Personnel	5,760.00	0.00	10,011.59	-4,251.59
Professional Services	0.00	0.00	0.00	0.00
Office Supplies	0.00	0.00	0.00	0.00
Program Supplies	100.00	0.00	0.00	100.00
Buildings / Utilities	5,400.00	0.00	1,568.94	3,831.06
Insurance (Liability & Member)	900.00	0.00	592.87	307.13
Vehicles	0.00	0.00	0.00	0.00
Other Exp. (BGCA Dues)	300.00	0.00	286.60	13.40
<b>Total</b>	<b>12,460.00</b>	<b>0.00</b>	<b>12,460.00</b>	<b>0.00</b>

Advance/Payments

**Net Billing**

**0.00**

NOTE:

If annual authorized budget cost category line item will exceed the approved budget, a request for a budget revision must be submitted prior to exceeding the annual authorized

GRANTEE CERTIFICATION:

I certify that the above information is true and correct and that expenditures have been made for the purpose of and in accordance with applicable grant agreement terms and conditions

SIGNATURE:

Stefanie Ryan

PRINT NAME & TITLE:

Stefanie Ryan, FD

DATE:

1/5/2021