CAPITAL DISTRICT KIWANIS INTERNATIONAL

Quarterly Committee Report & Committee Evaluation

Committee: Leadership Development and Education **Date:** 02/13/2021

Chairperson: Krista Latchaw

To be completed by the Committee Chairperson and submitted to the District Secretary and supervising District Trustee no later than 21 days before each quarterly District Board Meeting.

1. COMMITTEE MEMBERSHIP

Committee fully staffed: Yes ☑ No ☐ [Note: Regions without representation below.]

We have representation from each region.

2. KIWANIS YEAR GOALS (list all committee's annual goals)

GOAL	% Complete
Pilot a Capital District Mentor program for LTGs, Secretaries, and Treasurers. Create a document with suggested meeting topics. *Note: We will re-pilot the program this spring with help from the LTGs. There were only a handful of people to sign up for the program the 1st go-round.	50
Update the Education section of the District website to include additional education resources, updated monthly tips, and items from the CLE Team. Challenge team members to create an environment where Education is 'all year long'. *Note: The website has been updated with education resources by position along with the 5 O'clock Somewhere Series documentation and information. We also went live with a Capital District YouTube Channel.	75
Send in one article for each Capital Kiwanian publication. Start an Educator Spotlight feature. *Note: We have created an article for the past 2 CD Kiwanian publications and plan to do this on-going.	100
Utilize feedback from DCON to determine 2 more Education activities for the 2020 - 2021 year. *Note: The 5 O'Clock Somewhere Series is going well. Content is being made and acquired for the 5 Minutes That Matter series.	50
Complete evaluations (in person on via virtual meeting) on at least half of the CLE Team members. Complete a 'Train the Trainer' education session for all Team members. *Note: We will be working on this for Summer training.	0

3. **CHALLENGES OR ASSISTANCE NEEDED** (use continuation sheet if necessary):

*We have been working on spreading the word on the 5 O'clock Somewhere series and are starting to get traction throughout the District. We will highlight this during our next LTG call.

*We'll be working with KI for Virtual Officer's Training this year. We would like to implement Capital District Office Hours for incoming leaders.

*We have heard that we will be moving to Salesforce for Secretary data entry next year. We will be monitoring this change because it will be a large change/effort for the District.

4. **COMMENTS** (use continuation sheet if necessary):

The Committee is working on:

*We have held four (4) 'It's 5 O'clock Somewhere' (5OS) monthly educational series Zoom meetings.
*Added 5OS recordings and documents to our CD Education website (Working on a running list).
*The committee has helped outline the content and speakers for the Mid-Winter Conference. We have also working on 'Commercials' for exciting topics during breaks. The Committee is asking for door prizes to drum up interest for the conference.
*The Committee has added content to the Capital District YouTube channel during this quarter and will keep this going as a 'library' to the District.
*The team will be working on additional topics for the '5 Minutes that Matter' series

SIGNED: Krista Latchaw

February 8, 2012