

Initial Teen Marketing/Promotional Meeting Checklist

CSU Extension Marketing Folders (minimum of 2 – classroom teacher and principal)

- CSU Extension County brochure
- EFNEP Agency brochure
- EFNEP Impacts Statement
- ESBA Evidence Base
- ESBA for Teens Lesson Overview Chart
- Colorado High School Academic Standards Addressed in ESBA for Teens
- EFNEP High School Entry/Exit Forms
- ESBA for Teens Recipe example
- ESBA Cookbook
- Marketing basket (display of ESBA lesson enhancements)
- EFNEP Agency Agreement
- EFNEP Volunteer Form
- EFNEP Youth Group Registration Form
- NPS Business Cards

1. Introduction to CSU Extension & EFNEP

- a. CSU Extension programming statewide and locally ([CSU Extension County Brochure](#))
 - i. Highlight local Extension 4H, STEM, Horticulture or FCS programming currently being provided in the school
- b. EFNEP Overview ([EFNEP Agency brochure](#))
 - i. EFNEP Funding and Mission
 - ii. Income and program eligibility
 - iii. No cost to agency or participants

2. EFNEP High School Youth

- a. ESBA for Teens
 - i. Comprehensive nutrition curriculum
 - 1. Evidenced-based series of 8 lessons addressing nutrition, physical activity, food safety, and food resource management. ([ESBA evidence base document](#))
 - a. Collection of pre/post data ([EFNEP High School Entry/Exit Forms](#))
 - 2. Learner-center and behavioral focused activities ([ESBA for Teens Lesson Overview Chart](#))
 - a. Meal planning, label reading, unit pricing, brand comparisons
 - b. Food Preparation and recipe sampling ([ESBA Cookbook and ESBA for Teens recipe example](#))
 - c. Physical Activity
 - d. Goal setting ([lesson enhancements](#))
 - ii. Addresses CO High School academic standards ([CO High School Academic Standards Addressed in ESBA for Teens](#))

Blue items in the meeting outline indicate materials from checklist to be used during the designated talking point.

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1. Currently being utilized for credit with other area high school or alternative high school programs (Teen health and life skills programs, GOAL Academy).
3. EFNEP Youth Class Requirements/ Agency Responsibilities
 - a. EFNEP paraprofessional educators are not licensed teachers and therefore, cannot be left alone with students. Confirm that classroom teacher will be present at all times.
 - b. Classroom teacher will be responsible for classroom management – EFNEP educators are well trained on lesson content but limited experience with youth behavior management.
4. Next steps
 - a. Agency agreement to be signed by classroom teacher and/or principal and returned to NPS prior to 1st lesson. ([EFNEP Agency Agreement](#))
 - b. EFNEP Volunteer Form to be completed by classroom teacher and other school personnel or volunteers (Teaching Assistants, parent volunteers, etc.) assisting with EFNEP class planning, recruitment and lessons. ([EFNEP Volunteer Form](#))
 - c. Youth Group Registration Form to be completed by classroom teacher and returned to CSU EFNEP prior to or at 1st lesson ([EFNEP Youth Registration Form](#))
 - d. Schedule planning meeting which will include EFNEP educator.
 - i. Selection of class dates/times
 - ii. Detailed overview of lesson content and activities