

**2017-2018 21st CCLC DELIVERABLE
END-OF-YEAR DATA AND END-OF-YEAR DATA REPORT
REPORTING REQUIREMENTS
(June 2018 Reporting Period)**

The End-of-Year Data and End-of-Year Data Report are deliverables for the **June 2018 reporting period due on July 15, 2018**. Deliverables must be submitted using the FDOE-approved reporting tools, complete and in compliance with the subgrant requirements, by the July 15, 2018 due date. An upload date of June 30, 2018 is recommended to ensure sufficient time for the review and approval process.

End-of-Year Data

Submit the completed ***Student-Level Data Reporting Tool*** to the respective Program Development Specialist via email. A completed tool is one that includes baseline, mid-year (mid-point), and end-of-year data for each of the approved objectives/objective assessments for each student enrolled in the 21st CCLC program.

All assessment data that have been collected or obtained as of the end of the academic year must be reported at this time (including updated student attendance). Students must be identified with a unique identifier. Do NOT include full names or social security numbers. Ensure that the objectives, objective assessments, grading scales, and administration date (as indicated) presented on the Student-Level Data Reporting Tool are tailored to the program's FDOE-approved objectives.

It is advantageous to also update/add the Codebook spreadsheet with the approved objectives and codes and scales that align with the objective assessments used.

End-of-Year Data Report

Two documents must be submitted for the End-of-Year Data Report deliverable, ***Objective Assessment Data Collection Tool*** and ***Federal Data Alignment Tool***.

Submit the ***Objective Assessment Data Collection Tool and Reporting Tool*** with the End-of-Year Data Report (blue) spreadsheet completed and the ***Federal Data Alignment Tool*** with the EOY Data Part 1 and EOY Data Part 2 spreadsheets completed to the respective Program Development Specialist via email.

Objective Assessment Data Collection and Reporting Tool

Grant objective assessment data are provided on the End-of-Year Data Report spreadsheet. These data examine achievement of 21st CCLC program objectives using comparison data collected at multiple time points across the grant year. For the End-of-Year Data Report, you will report data based on **REGULAR PARTICIPANTS** (30 days or more) with data collected at two time points (i.e.

baseline (initial) and end of year data points). The following information and data are required as part of the End-of-Year Data Report.

- **Objectives:** List of 21st CCLC grant approved objectives. Objectives are SMART (specific, measurable, attainable, realistic, and timely) strategies for achieving grant goals.
- **Objective Assessments:** List of grant approved objective assessments for each objective. There can be one or more objectives assessments associated with each objective. The objective assessments are to be aligned with the statewide standardized objective assessment system. The Research and Evaluation Unit will work with each subrecipient early in the grant year to ensure this alignment. For each objective assessment, the following is reported:
 - **Benchmark:** Established percent of participants that are expected to meet the standard for success on the objective assessment (e.g., 60%, 75%, 80%, etc.).
 - **Standard of Success:** The standard for success on the objective assessment for determining whether the objective is achieved by the end of the year – specific definition for determining what level of performance is considered successful on a given measure.
 - **Total Number of Participants Measured:** Total number of participants for which assessment data are available at each of the time points measured for determining progress at mid-year (e.g., data collected for 50 students at the beginning and middle of the year).
 - **Total Number of Participants Meeting Standard of Success:** Total number of participants measured at each of the time points who met the standard of success as of mid-year (e.g., 35 students met the standard of success).
 - **Percent of Participants Meeting Standard of Success:** Percentage of participants measured at each of the time points who met the standard of success as of mid-year out of the total number of participants who were measured for determining mid-year progress (e.g., $35/50 = 70\%$ of students met the standard of success).
 - **Stars Achieved (Objective Status):** Auto-calculated based on the proportionate difference between the benchmark percentage and the actual percentage of participants meeting the standard of success. The closer the actual percentage is to the targeted percentage (the greater the degree of success on the objective assessment), the higher the star rating.
- **End-of-Year Programmatic Changes and Rationale:** Describe and provide a rationale for any planned adjustments to your 21st CCLC programming for the next grant year (if your grant is closing out this year, describe and explain

changes that would occur if the grant were continuing). If no changes are recommended, provide a rationale for not making any programming changes. Be sure to provide data-driven evidence for your decisions.

- **End-of-Year Data Collection Changes and Rationale:** Describe and provide a rationale for any planned adjustments to your data collection or evaluation plan for the next grant year (if your grant is closing out this year, describe and explain changes that would occur if the grant were continuing). If no changes are recommended, provide a rationale for not making any data collection changes. Be sure to provide data-driven evidence for your decisions.

General Information

Begin entering your program's data on Row 4. Note that Rows 2 and 3 are examples provided by the Research and Evaluation Unit.

For each objective assessment, report the **Total Number of Participants Measured** (Column G), **Total Number of Participants Meeting Standard of Success** (Column H), **End-of-Year Programmatic Changes and Rationale** (Column K), and **End-of-Year Data Collection Changes and Rationale** (Column L). All other columns (A-F and I-J) are automatically populated for each objective assessment based on the FDOE-approved objectives. These columns cannot be edited in the End-of-Year Data Report worksheet.

Please note that if you press the "Tab" button on your keyboard after entering data in **Planned Data Collection Changes and Rationale** (Column O), the cursor will automatically move to the next row.

REMINDER: For the End-of-Year Data Report deliverable, data will be reported based on REGULAR PARTICIPANTS (30 days or more of participation).

Federal Data Alignment Tool

The Federal Data Alignment Tool includes two data entry spreadsheets that must be completed, EOY Data Part 1 and EOY Data Part 2, assessing attendance data, regularly participating students in each grade level, and number of students with academic grades. On the data entry spreadsheets, data can only be entered by clicking on the colored buttons on the left of each spreadsheet. Data cannot be manually entered in the cells of the table. Once valid data are entered and submitted using the colored buttons, those data will appear in the corresponding table cells to the right. The reporting period for the End-of-Year

Data Report goes from the first day of Summer 2017 programming through the end of the 2017-2018 School Year.

EOY Data Part 1: For each center, provide the Total Number of Students Served (attending at least one day) then disaggregate the total into three distinct groups:

- Students attending at least one day during the Summer but not attending during the School Year;
- Students attending at least one day during the School Year but not attending during the Summer; and
- Students attending during both the Summer and School Year

Each student served can fall into only ONE of the three sub-groups so that:

Summer Only + School Year Only + Both Summer and School Year = Total Students Served. If a student was served during both timeframes, they can only be counted in the **Both Summer and School Year** sub-group.

EOY Data Part 2: For each center, report the total number of school year regularly participating students falling within each grade level. These students include those who participated in your 21st CCLC program for 30 days or more during the 2017-2018 School Year whether they participated only during the school year or during both Summer 2017 and 2017-2018 School Year.

For each center, report the number of school year regularly participating students falling within each grade level who earned academic grades from their feeder school (school attended during the regular school day) based on a standardized grading scale (i.e. A-F, 1-100, E-S-N-U, etc.).