2018-2019 21st CCLC DELIVERABLE
MID-YEAR DATA REPORT/FORMATIVE EVALUATION SUMMARY
REPORTING REQUIREMENTS
(February 2019 Reporting Period)

The Mid-Year Data Report/Formative Evaluation Summary is a deliverable for the **February 2019 reporting period due on March 15, 2019.** Two documents must be submitted, *Student-Level Data Reporting Tool* and *Objective Assessment Data Collection and Reporting Tool*, complete and in compliance with the subgrant requirements, by the March 15, 2019 due date. A submission date of February 28, 2019 is recommended to ensure sufficient time for the review and approval process.

<u>**Student-Level Data Reporting Tool (SLDRT)**</u>

Submit the completed *Student-Level Data Reporting Tool* to the respective Program Development Specialist via email. A completed tool is one that includes baseline and mid-year (mid-point) data for each of the approved objectives/objective assessments for each student enrolled in the 21st CCLC program. Note that the Student-Level Data Reporting Tool is the same spreadsheet used to report the Baseline Data (November 2018) deliverable.

All assessment data that have been collected or obtained as of February 2019 should be reported at this time (including updated student attendance). Students must be identified with a unique identifier. Do NOT include students' 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 the Codebook spreadsheet with the approved objectives and codes and scales that align with the objective assessments used.

<u>**Objective Assessment Data Collection and Reporting Tool (OADCT)**</u>

Submit the *Objective Assessment Data Collection and Reporting Tool* with the <u>Mid-Year Data-Formative Summary spreadsheet</u> completed to the respective Program Development Specialist via email.

Grant objective assessment data are provided in the Mid-Year Data Report/Formative Evaluation Summary deliverable. These data examine mid-year progress toward achieving 21st CCLC program objectives using comparison data collected at multiple time points (e.g., at the beginning and middle of the project year). Data will be reported based on **ALL participants** with data collected at two time points (baseline and mid-point). The following information and data are

required as part of the Mid-Year Data Report/Formative Evaluation Summary deliverable. The following elements have been pre-populated based on the program's FDOE-approved objectives:

- **Domain:** Subject area to be assessed for the objective.
- **Objective Narrative:** Overarching performance goal for program in relation to subject area.
- **Objective Assessment Plan:** Grant approved objective assessment for the objective. There can be one or more objectives assessments associated with each domain area. The objective assessments are to be aligned with the statewide standardized objective assessment system. The objectives are SMART (specific, measurable, attainable, realistic, and timely) strategies for achieving grant goals. 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.).
  - ○ **Intended Program Impact:** Direction or kind of change expected (e.g., improve, increase, decrease).
  - ○ **Content Area:** Primary academic or enrichment area targeted (e.g., reading, mathematics, classroom behaviors, grade promotion, healthy eating, parent literacy).
  - ○ **Measure:** Data collection tool or instrument used to examine progress toward and achievement of the objective (e.g., grades, local standardized assessment, pre- and post-assessment/survey).
- **Grade Levels Served:** Grade group (elementary, middle, or high school) of students served by the program.
- **Data Collection Timeframe:** The time points that data are collected for assessing progress toward and achievement of the objective across the grant year (e.g., pre-, mid-, and post-assessment).

For each objective, the elements below are to be completed.

- **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 (auto-calculated):*** 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).
- ***Mid-Year Programmatic Changes and Rationale:*** Describe and provide a rationale for any planned adjustments to your 21st CCLC programming this project year. If no changes are recommended, provide a rationale for not making any programming changes. Be sure to provide data-driven evidence for your decisions.
- ***Mid-Year Data Collection Changes and Rationale:*** Describe and provide a rationale for any planned adjustments to your data collection plan this project year. 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 samples provided by the Research and Evaluation Unit.

For each objective, report the **Standard of Success** (for the personal enrichment, adult family member, and any other non-standardized academic objectives) (Column J), **Total Number of Participants Measured** (Column K), **Total Number of Participants Meeting Standard of Success** (Column L), **Planned Programmatic Changes and Rationale** (Column N), and **Planned Data Collection Changes and Rationale** (Column O). Percent of Participants Meeting Standard of Success (Column M) is automatically calculated. All other columns (A-I) are pre-populated for each objective assessment based on the FDOE-approved objectives. These columns cannot be edited in the Mid-Year Data/Formative Summary 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 Mid-Year Data Report/Formative Evaluation deliverable, data will be reported based on __ALL participants__. At the time of this deliverable, programs will not know how many total participants are regularly participating (30 days or more).