



21ST CENTURY AFTER-SCHOOL ACADEMY

2017-2018 AT-A-GLANCE

PALO VERDE- GRANT YEAR 2

Mission: To build, sustain and provide high-quality academic enrichment opportunities for all children and to engage family members and the community.

PROGRAM SERVICES & GOALS

Student Services:

- ✓ Academic intervention classes
- ✓ STEAM lab rotations/classes
- ✓ Enrichment classes

Total # of instructors: 10

AM Classes (*min. 1 req. for operational hours*)
M-F 1hr/day (including planning/prgm time)

PM Classes M,T,TH
1.5hrs/day + 1hr/wk planning/prgm time

Total IA(s) hrs/wk = **18** (\$10.50/hr)
IA for AZ Humane Society hrs/wk = **6**
Lead IA hrs/wk= **8-10**

AZ Humane Society Class

Program Schedule Ideas:

- A.** Integrated STEAM Intervention: All math & reading intervention facilitated through fully integrated STEAM classes. This will provide mastery of skills through a high interest learning.
- B.** Math & Reading Intervention plus STEAM classes: The traditional WESD intervention model with additional STEAM classes. STEAM offerings run the full semester.
- C.** Math and Reading Intervention Blocks with STEAM Labs: Math/reading blocks with targeted students focused on mastery of specific skills offered in 2-5 week rotations. Exciting hands on STEAM learning opportunities provided during breaks in math/reading intervention. Certified teachers or community vendors can lead these classes.
- D.** Daily Rotation: Students attend math/reading intervention for half of the ASA time and then switch to a STEAM class for the remaining time.
- E.** Weekly Rotation: Students attend math/reading intervention two days/week and a STEAM class one day/week.

Grant Goals: Refer to your ASGOR for complete list of grant goals for academics, youth development and family engagement.

By June 1st of each year of the grant project, 75% of regular attendees in the 21st CCLC program will show mastery of two learning goals as measured by a pre/post assessment and documented in the WESD After-school Academy Student Portfolio.

Student Regular Attendee = 30 days of classes

Hours: 5 days a week for 20 weeks.
M-TH before & after school
Fridays before school only

Attendance: Must have at least **120** regular attendees by May 2018. Students should attend entire semester to meet 30 day goal.

Data Driven Program Design:

- ✓ Target students utilizing state assessment scores, DIBELS, District scores, etc.
- ✓ Involve principal in class selection/scheduling, pre/post assessments and targeting.
- ✓ Progress monitoring methods can include SuccessMaker, teacher created pre/post assessments or other principal approved assessments. Documented in Student Portfolio.

Family Engagement:

- ✓ Family Links - Adult Education
- ✓ Activities/classes offered weekly according to ASA calendar (~20wks)
- ✓ # of parents to serve: 80
- ✓ Two family-centered events
- ✓ 40 parent volunteers
- ✓ Academy-To-Go bags -2/yr

SITE ADMINISTRATION

Principal:

- ✓ Ensure no teacher on an improvement plan is hired to teach in the after-school program
- ✓ Work with coordinator to decide class offerings/schedule, target students for participation and determine pre/post assessments to be utilized for ongoing progress monitoring
- ✓ Conduct program evaluation and review data, progress and outcomes in December and May
- ✓ Conduct walk-throughs
- ✓ Collaborate with outreach specialist to determine Family Links offerings and schedule
- ✓ Include program updates at staff meeting
- ✓ Review program data and status Data check-out at end of the year
- ✓ Secure space for PLC Assemblies on Wednesdays
- ✓ Secure already existing staff to supervise PLC assemblies

Site Coordinator:

- ✓
- ✓ Responsible for overall grant project, reporting and record keeping
- ✓ Supervise Outreach Specialist, Lead IA and after school staff
- ✓ Target appropriate students
- ✓ Conduct program evaluation and daily walk-throughs
- ✓ Student Safety
- ✓ Maintaining student participation
- ✓ Coordinates both after school and summer school
- ✓ Attend required training and monthly meetings

Lead Instructional Assistant:

- ✓ Paid hourly 8-10hrs/wl
- ✓ Assist Site Coordinator daily
- ✓ On-site after-school (M-Th). Additional hours provided to prepare and plan with coordinator
- ✓ Coordinate and lead PLC Wed. assemblies
- ✓ Assist in after school classroom as needed
- ✓ Participate in training
- ✓ Assist during after school and summer school

Outreach Specialist:

- ✓
- ✓ Organize and host weekly Family Links activities
- ✓ Prepare student data for classes
- ✓ Hire & support Family Links teachers
- ✓ Secure student and teacher incentives
- ✓ Plan at least two family-centered events
- ✓ Distribute Academy-To-Go bags and conduct adult surveys
- ✓ Invite 40 volunteers to participate in school activities
- ✓ Facilitate on-going stakeholder meetings
- ✓ Support outreach events including Kiwanis Walk-A-Thon, CAFÉ, Love Our Schools Day, etc...
- ✓ Build partnerships & sustainable funding
- ✓ Attend required training, monthly meetings and outreach activities
- ✓ Not required to work during ASA or summer school

PROGRAM INFORMATION

After-School Teachers:

- ✓ Paid \$25/hour
- ✓ Should be highly qualified certified teachers. (Contact ASP before hiring classified instructors.)
- ✓ No teachers on an improvement plan can be hired.
- ✓ Flexible scheduling for multiple teachers to work during intervention and STEAM rotations.
- ✓ Use Three Tier approach providing students more time and instruction using school day curriculum.
- ✓ Must prepare daily lesson plans on Google ASA website and utilize effective whole & small group instruction.
- ✓ Must keep updated Student Portfolios/Youth Development Plans on Google ASA website.
- ✓ Conduct pre, mid and post assessment to monitor student progress.
- ✓ Post daily objective in student friendly language.
- ✓ Must use student data from daytime teacher, after school staff and Data Dash to promote individual student learning and development of assets.
- ✓ Provide weekly-embedded leadership activities.
- ✓ Professional development provided in STEAM and intervention strategies.

Family Links Teachers:

- ✓ Provide Family Links parent classes
 - Share data
 - Model & practice activities
 - Math & reading support
 - Goal setting
 - At-home learning
- ✓ Teachers must be highly qualified
- ✓ Multiple teachers can be hired
- ✓ Teacher = 2 hr instruction + 1 hr planning/class
- ✓ Classes should align with grade levels served by ASA program
- ✓ Students can attend class along with their parents if applicable.

PLC Wednesdays:

- ✓ Assemblies will include a rotation of educational vendors
- ✓ Secure space for PLC Assemblies
- ✓ Secure already existing IA staff to supervise PLC Program
- ✓ Contact vendor the Monday or Tuesday before the assembly to confirm vendor needs

District/Site Level Funding Sources May Include:

- ✓ 21st Century
 - ✓ Title I
 - ✓ Title III
 - ✓ Native American Education/Title VI
 - ✓ Tax Credit
 - ✓ Gifts and Donations
 - ✓ Partnerships
- Note: These funding sources may have additional requirements.

After School Curricular Material Recommendations:

- ✓ Reading-Harcourt Intervention Station, SuccessMaker, Reading/Writing A-Z, Learn Zillion, Study Island and Measuring Up
- ✓ Math-Investigations, CMP3, SuccessMaker, After-school Achievers Math Club, Khan Academy, Learn Zillion, Measuring Up and supplemental materials
- ✓ ELL-Rosetta Stone, MONDO, Reading A-Z and Harcourt Intervention Station
- ✓ STEAM – resource list, Science A-Z, Khan Academy, etc.

STEAM Resources:

- ✓ Professional development provided for all ASA teachers
- ✓ Training for robotics teachers
- ✓ Can hire additional vendors to provide classes
- ✓ Materials and integrated kits can be purchased from a variety of vendors
- ✓ Refer to list of STEAM resources for additional materials, supplies, lessons and support

Evaluation/Surveys:

- ✓ Student Portfolios including individual student objectives and Youth Development Plans
- ✓ Family Links Portfolios
- ✓ Family engagement surveys
- ✓ Teacher surveys
- ✓ ADE Class Summary Report (Jan/June)
- ✓ Annual Grant Objectives Status Report
- ✓ Federal Annual Performance Report
- ✓ ADE Site Evaluation Report

District Level Support:

- ✓ Program orientation
- ✓ Professional development
- ✓ After-school teacher professional development
- ✓ Site visits at least twice a year
- ✓ Daily support for site leadership
- ✓ Monthly meetings with coordinator and outreach
- ✓ Program audits
- ✓ PLC Wednesday assembly program
- ✓ Principal updates

- ✓ Oversee grant and program compliance
- ✓ Grant writing/editing
- ✓ Build partnerships to support schools and sustain programs
- ✓ Oversee data collection for Class Summaries
- ✓ Oversee data collection for Federal Annual Performance Report (APR)
- ✓ Oversee data collection for Site Evaluation Report

- ✓ Budget development and management
- ✓ Process hiring for all program staff
- ✓ Purchase supplies and materials
- ✓ Payroll/KRONOS management
- ✓ Contract and pay vendors
- ✓ Grant budget revisions
- ✓ Coordinate with ADE Grants Management