

NYSED Hot Topics

Friday, September 29, 2023



New York
21st Century Community Learning Centers
SOARING BEYOND EXPECTATIONS

Agenda

Session Block 2	Session Block 3	Agenda
1:00-1:05pm	2:15-2:20pm	Welcome & NYSED Panelist Introductions
1:05-1:35pm	2:20-2:50pm	Tips & Best Practices
1:35-2:00pm	2:50-3:15pm	Live Q&A <i>Use the index cards on your table to submit your questions!</i>

*A FAQ document will be available after the conference to address specific questions

Overview – Tips & Best Practices

Topics curated from your pre-conference survey submissions:

- Fiscal
- Data
- Site Monitoring Visits
- Program Modifications
- Curriculum/Activities
- Collaboration with the District
- Instruments/Surveys

NYSED Panelist Introductions

- Elizabeth Whipple, SEA Coordinator
- Jolynn Thaickal, Program Support
- Nicholas Canino, Program and Data Support
- Kyle McHugh, Fiscal Support
- Dana Wagemaker, Fiscal Support



Program Team's Favorites



Fiscal Team's Favorites

Fiscal

What happens when a vendor cannot fulfill their agreement?

Best Practices for managing fiscal spending?

When to submit a voucher? Request for Funds: FS-25s

Is there a best practice for budget manuals?

[Fiscal Policies and Procedures Template](#)

Braided funds & properly tracking staff/programs for 21st CCLC accountability

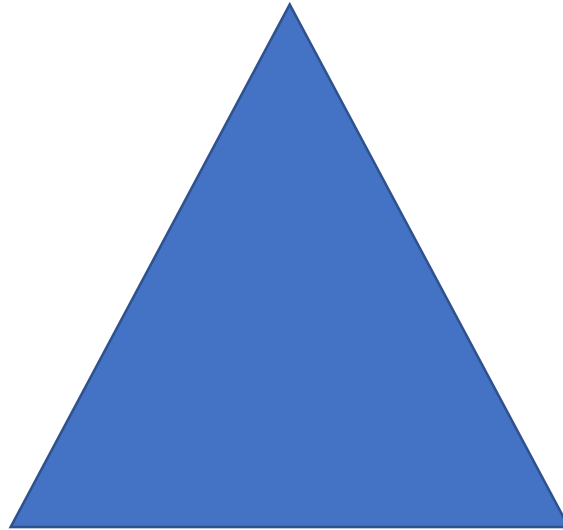
Data

- What can we count -vs- what can we NOT count?
- How to run reports out of EZReports aligned to what is required and can we ask for technical assistance in running a report that does not exist?
- When inputting a child into EZReports and a pop up comes up that the child is registered at another site/program, what are the steps to get that resolved?



Triangle Approach to EZReports TA

Training
Videos



Resource
Center

User Guides

Data Management Handbook

- Give your feedback, request clarification, and improve 21C Data Knowledge!
- Sent to Program Directors, Data Managers, and Evaluators on 9/12
- <https://www.surveymonkey.com/r/TM7Z68L>

Program Modifications with or without Budget Amendments via SMA

What's New?

What's Staying the Same?

Support

Site Monitoring Visits

- **Understand** the **Purpose** of an SMV: **Compliance, Quality, Showcase and Improvement**
- **Utilize** the **TARC** as resource to guide you throughout the SMV Process (Pre-Visit, Day of Visit, and Post-Visit)
- **Collaborate** with your **staff and partners** in gathering evidence to support successful implementation of indicators and ensure key personnel participation
- **Observe** in-session **programming** and **interact** with members of the learning center
- **Share** indicators of **success** and promising practices, **receive recommendations** to strengthen practice and **create** an **action plan** to ensure quality program compliance

[Site Monitoring Visits and Action Plan Fact Sheet](#)

[Site Monitoring Webinar](#)
(Fall 2022 Conference)

[Site Monitoring Visit Report template](#)

[SMV Glossary](#)

[Action Plan](#)

SMV process



Pre-Visit (off-site)

Programs notified 1-2 months in advance
Document Review via Google Folder (2-3 weeks prior)
Schedule and Agenda
Participation of Key Staff/Partners



Day of the Visit (on-site)

Meeting & Review of SMV indicators of success
Program Walkthrough



Post-Visit (off-site, TA)

Final SMV Report (within 30 days)
Action Plan (within 2 weeks of Report)
Status of Compliance (within 6 months or sooner)

Curriculum/Activities

Resources for tools, lesson plans, activities, and more:

- [You for Youth](#) – Federal 21st CCLC Technical Assistance Center
- [Afterschool Alliance](#)
- [National Afterschool Association](#)
- [ExpandedED Schools](#)
- [Edutopia](#)
- [National Education Association](#)
- [Playworks](#)
- NYSED's [Social Emotional Learning](#) website
- NYSED's [Next Generation Learning Standards](#)
- NYSED's Office of [Diversity, Equity and Inclusion](#)
- NYSED's Office of [Bilingual Education and World Languages](#)

Collaboration with the District

Intentionally leverage the required **EDUCATION LIAISON** role to build relationships and collaborate with the district

- Ensure alignment with the school's curriculum
- Ensure both the program's and the school's objectives are being met
- Work with school personnel to identify participants and communicate student needs



Resource: [Maximizing the Education Liaison Role in 21st CCLC Programs](#)

Align the program to the school day

Review and analyze data

Design and/or lead professional development

Contribute to program self-assessment

Review activity plans

Support the Site Monitoring Visit

Observe activities and provide feedback

Instruments / Surveys

21st CCLC Program and Evaluation Timeline

1. Teacher Surveys
2. Student Interest Surveys [G-1] at all sites
3. Parent/Guardian/Family Surveys [G-2] at all sites
4. Annual Needs Inventory/Assessment [G-4]
5. Students' Satisfaction and Perception of program Impact [H-4]
6. Program Quality Self-Assessment (QSA) (at least two times a year)
7. Program Logic Model/Theory of Change [H-2]
8. OST Instrument or another valid observation tool- Local evaluators' Point of service quality reviews (two required at each site, per year)
9. Risk Assessment- Internal to SED
10. RCs and MI surveys
11. Mid-Year Reports (submitting annually to SED; mid-February)
12. AER and supporting documentation



Live Q&A

Session Evaluation

Follow this QR code to share
your feedback on this session.

Thank you!



Thank you!

NYSED:

✉ EMSC21stCCLC@nysed.gov

➤ <http://www.p12.nysed.gov/sss/21stCCLC/>

ROS Resource Center:

✉ ny21cclc@binghamton.edu

➤ nys21cclc.org

