

			<p>Volunteers, Mentors, Service Learning: Students have done yard work for elderly and road side cleanup for Livingston County. The District Director, Mary Dunning, is always watchful of grant opportunities. Visibility: Newspaper Articles featuring the Archery Club, Bulletin Board Displays, District Webpage, BOE Meetings, and Good News Report. Co-Applicants role to date: The relationship with the Co-Applicant (WKCTC) needs to be revisited and strengthened. Recent discussions regarding Robotics Program will hopefully be just the beginning. Support/Involvement from Scott Gray, Principal is good. He was helpful in getting P.A.S.S moved to bigger room which offers more meeting space and storage. Certified staff support is strong and also work with P.A.S.S. A review of partner agreements note that most partners are in school partners and do work as planned, with Project P.A.S.S.</p>
<p>STUDENT RATIO Staff-to-student ratio is appropriate; list number of staff and number of students. Is this consistent daily?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Never more than 1:15. Staff varies from day to day depending on activities and number of students in attendance.</p>
<p>STAFF DEVELOPMENT</p> <ul style="list-style-type: none"> • Staff has attended training for the after school program; dates and topic of most recent trainings attended (CPR and 1st Aid training provided for staff) Do Program Director and Site Coordinator share information from state trainings they attend with all program staff? If so, how is this completed? • Staff meets on a regular basis to evaluate program/provide input? • Afterschool program staff collaborate with school-day staff on a regular basis (class assignments, grades, address student needs, teacher surveys, identify students to be served, etc.) 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>Site Coordinator has participated in all KDE 21st CCLC training opportunities. In addition, Multi state conferences, Cayen/A Plus, Regional Trainings, etc. Teachers have CPR and First Aid training. The 21st CCLC District Director, Mary Dunning, is also on the state Advisory Council and shares up to date information from those meetings. Project P.A.S.S. staff has a yearly orientation and training (August 2015). P.A.S.S. staff meet daily with coordinator to discuss topics related to programming, assignments, student grades, etc. Meetings are described and informal and open for input.</p>
<p>PROGRAM DESIGN</p> <ul style="list-style-type: none"> •Two Certified teachers working a minimum of 8 hours each, per week for a total of 16 certified hours of programming? •Academic activities, creative arts; Science, Technology, Engineering and Math (STEM), and recreational activities are provided. Please list activities. •50% of program time for Acceleration and/or Remediation. This would address math and reading achievement gaps at your school. Please share program schedule/activities. <p>How does program staff communicate with school day teachers</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>There are 4 certified teachers (2 English 2 Math) + 2 college students. Exceeds 16 certified hrs of instruction Emphasis this current year with College and Career Readiness Activities include: Creative Carpentry/Woodwork Arts – Pottery and Art Class Playbooks Homework Help Debate Club ACT Prep Math Club Science Club</p>

<p>regarding student achievement? Is the school principal involved with the program? Are all school day teachers aware of the referral process?</p> <p>•Parent and family involvement activities have been offered. How often are skill-building activities offered to parents? How are parents recruited for these activities? List.</p> <p>•Procedures are in place and communicated to all parties (staff, parents, families, community) concerning pick-ups, emergency procedures, safety plans.</p> <p>•Healthy snacks are provided every day. Are you utilizing the USDA Snack program? Share schedule. If no, please elaborate.</p>	<input checked="" type="checkbox"/>		<p>Computer/Technology Archery Club</p> <p>50%+ is spent with Homework Help and tutoring. There are 2 English and 2 Math teachers on P.A.S.S. staff. Also Credit Recovery</p> <p>There is frequent and open communication between school day staff and P.A.S.S. staff. Communication by email, phone, face to face regarding referrals, participant's progress and programming suggestions. The principal and teachers are aware of the referral process. Parent/Family Involvement: Back to School Fair, Open House and 8th grade transition. There is some planning for a parent pottery class. Suggested: Parenting skills class/ preparing youth for ACT / Work ethics, etc. Pick up procedures are communicated to all parties and are in the handbook and on the webpage.</p> <p>USDA Program is utilized for after school snacks and summer feeding program.</p>
<p>PROGRAM HOURS</p> <p>•Hours of daily operation? (Example: M-Thurs. 2:45-5:45p.m. & 7:00-8:00a.m.)</p> <p>•Program meets minimum 12 hours per week?</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<p>M – F 6:50am-7:50am M – Th 3:00pm – 6:00pm</p> <p>Programming exceeds the minimum</p>
<p>DATA ENTRY</p> <p>•Who is responsible for data entry?</p> <p>•Have staff received the Aplus Data training?</p> <p>•Program meets deadlines for data input? When are the data deadlines throughout the year?</p> <p>•Do you know who to contact with data questions?</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>The Site Coordinator is responsible for Date entry.</p> <p>Yes, the site coordinator has received Cayen training and updates.</p> <p>All deadlines have been met.</p> <p>Cayen offers assistance for data questions.</p>
<p>ACTIVITIES</p> <p>Please elaborate on all services provided during the 21st CCLC program.</p> <p>•Middle/High School - Credit Recovery, ACT prep, other CCR Activities, STEM, etc. (list others)</p> <p>•Elementary School – K-3 Reading Intervention, CCR awareness, math/reading acceleration/remediation (list others)</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<p>HIGH SCHOOL</p> <p>Credit Recovery is offered daily and also in summer</p> <p>ACT Prep (Feb 2016)</p> <p>College/Career Readiness</p> <p>Homework Help</p> <p>Various STEM activities</p> <p>Practical Living skills (Sewing)</p>
<p>Cycle 12 Required SUMMER PROGRAMMING</p> <p>Summer programs must be open to all students served by the grant. Data must be maintained on all students served during the summer in the Aplus Data System.</p> <p>•Are you currently planning for summer programming? What will summer look like?</p> <p><u>Middle/High</u> – 4 weeks (do not have to be consecutive), 64 hours min (cannot provide in two weeks)</p> <p><u>Elementary</u> – 4 consecutive weeks, 120 hours min, 2.5 hours per day provided by a certified teacher in math and reading (remediation and/or acceleration), pre/post testing in math and reading</p>			<p>Summer Planning is underway</p> <p>4 weeks</p> <p>20 days of Credit Recovery</p>

II. What progress has been made toward program goals and objectives in the approved grant? Current CEEP report shows that progress has been made toward reaching goals and objectives outlined in the grant. Teacher's reports student progress in completion of homework and grades are improving.

III. One highlight or success: Regular School day staff have an increasing interest in Project P.A.S.S. More visibility and increase in student participants. The site coordinator reports seeing many student making improvements in grades, self-esteem and socialization.

IV. The biggest challenge: Continuing to motivate students AND PARENTS to participate in Project P.A.S.S.

V. Program Needs: Technical Assistance Professional Development Data Mgt Training

Other Type of assistance or training needed: _____

VI. Recommendations: (X) Progressing () Additional Follow-up () Schedule site Monitoring

Recommend more Parenting Skills opportunities. Developing work ethics with your student is an example.

Betty Elkins

21st CCLC Monitor

3/4/2016

Date

(A copy of this review will be sent to the program and should be kept on file as part of the monitoring compliance review documentation.)