21st CCLC DATA COLLECTION
SEA UPDATE
Housekeeping

Participant phone lines will be muted throughout the presentation.

Presentation slides will be sent via the list-serv following the presentation.

If you cannot hear or view the presentation for any reason, please send an email with your contact phone number to 21stCCLC_APR@THETACTILEGROUP.COM and type “WEBINAR ISSUE” in the subject heading.

If you have any questions after today’s presentation, please send an email to 21stCCLC_APR@THETACTILEGROUP.COM and type “May 5th Webinar” in the subject heading.
Welcome

- 21st CCLC Program Office, U.S. Department of Education
- SEA Coordinators
- The Tactile Group
Agenda

Welcome

Planned Schedule
  Anticipated System Rollout
  Webinars

Your Feedback to Date
  Technical Working Group
  BSH Listening Sessions

The New System

Communication with Your Grantees

Further Questions
21st Century Community Learning Centers Data Collection System

PLANNED SCHEDULE
Anticipated System Rollout

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Late Spring</td>
<td>All SEAs coordinators receive username and login for access to <strong>Profile</strong> section</td>
</tr>
<tr>
<td>Late Summer/Early Fall</td>
<td>Full deployment: All SEA coordinators receive access to <strong>APR</strong> sections (Activities, Staffing, Student Characteristics, Achievement)</td>
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## Webinars

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>May 5</td>
<td>SEA Coordinators</td>
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<tr>
<td>Late Spring</td>
<td>Alliances/Partners/Organizations</td>
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<tr>
<td>Late Spring/Early Summer</td>
<td>3rd Parties/Technical Assistance Providers</td>
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<tr>
<td>Late Spring/Early Summer</td>
<td>States by similar grant size</td>
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</tbody>
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TWG Dec 2-3, 2014

Recap

What is a Technical Working Group?

- Combination of SEAs and grantees
- Collaborate on data collection and reporting requirements and enhancements
- Four meetings per year
TWG Dec 2-3, 2014
Recap

We heard:

- For the tool to be successful, the input of data must be accurate and the process must be effective.
- It is critical to remain cognizant about state systems already in place.
- The system must be as simple as possible; data collected is only what is needed – no more, no less.
We heard:

- The primary objective of the tool is to enable SEAs to submit their state data for 21st CCLC programs to the Department of Education.

- There are concerns about duplication efforts, flexibility required for a variety of states’ processes, and how states will certify data.

- Professional development on an ongoing basis will be important.

- Reduce the number of GPRA measures.
Listening Sessions, Feb 19-20, 2015 Recap

What is a Listening Session?

• Opportunity for all stakeholders to interact with system

• Provide feedback on system

• Three meetings per year
Listening Sessions, Feb 19-20, 2015 Recap (cont’d)

- Two Listening Sessions held during Beyond School Hours in Orlando, FL
- Hands-on demonstrations of the new data collection tool
- Over 110 stakeholders participated
- Feedback collected through comment sheets, exit statements, and researcher field notes
- 81% of attendees completing an exit statement found that entering profile data was easy/clear to varying degrees
Listening Sessions, Feb 19-20, 2015
Recap (cont’d)

Comments

• Navigation was easy
• Visualization are “cool”
• Unclear how to navigate reports
• Wanted to see a final product, not a partial preview
• “I’m leaving today happy”
Listening Sessions, Feb 19-20, 2015 Recap (cont’d)

Concerns

• Validation of data
• SEAs and grantees inquired about subgrantees having access and privileges to enter own data
• Need to include definition guide to terms
THE NEW SYSTEM
Feedback Integrated into System

- Reduce burden of time in entering data
- Collect only relevant data elements
- Validation of data
- Employ a friendly tone
- Create excitement
- Make as effortless as possible
- Make reports easier to understand
- Reduce duplication of effort
- Autosave – will save data on APR sections (i.e., every 15 seconds)
Thanks for making time to report on the important work that you are doing. We collect this information to tell the stories of 21st CCLC success. We will try to take up as little of your time as possible so that you can get back to your programs. To get started, log in here:

**EMAIL**

[Input field for email]

**PASSWORD**

[Input field for password]

[Submit button]

Need help? Our team is here for you. Send a message to 21stCCLC_APR@thetactilegroup.com.

We will get back to you as soon as possible within two business days.
Overview of the Tool for SEAs

**SEA Super User Account**

- Input – *enter* data for Grantees and Centers
GRANTEE INFO

CONTACT INFORMATION

What is the grantee name?  
Grantee name...

Contact Person's Name?  
Contact's name...

Phone Number?  
555-666-7777

Fax Number?  
555-666-7777

Email?  
email@domain.com

CONTINUE
Overview of the Tool for SEAs

**SEA Super User Account**

- **Input** – *enter* data for Grantees and Centers
- **Output** – *view* reports of data
Overview of the Tool for SEAs

**SEA Super User Account**

- Input – enter data for Grantees and Centers
- Output – view reports of data
- Manage users – create SEA User accounts
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Overview of the Tool for SEAs

SEA Super User Account

• Input – enter data for Grantees and Centers

• Output – view reports of data

• Manage users – create SEA User accounts

SEA User Account

• Input – enter data for Grantees and Centers
Overview of the Tool - Input

Grantee and Center Profile Section

- Ability to create and edit centers under grantee
- Pre-populated grantee information (from legacy database)
- Autocomplete for centers that are schools (populated from NCES database)
- Quick Review before submission of grantee and center profile
WELCOME
HI, CHRISTOPHER! LET'S GET TO WORK.

WHO ARE YOUR GRANTEES?
Tell us about your grantees. Add new or update existing grantee profile info.

HOW IS MY STATE LOOKING?
Click here to get insights into how your grantees and state are performing.

Need help? Our team is here for you. Send a message to 21stCCLC_APR@thetactilegroup.com.
We will get back to you as soon as possible within two business days.
Overview of the Tool – Input (cont’d)

Annual Performance Report Sections

• Activities

• Staffing

• Student Characteristics

• Achievement

Autosave of APR data
Overview of the Tool - Output

Available to SEA Super Users

Visualized Reports

Availability of Reports

- Accuracy of historical data
- Current and future program data
Communication with Your Grantees
Communication with Your Grantees

Information to Share with Your Grantees

• Continue to collection information as you have been

• Look for updates in the Y4Y Newsletter

• Opportunity to interact with the new system at Summer Institute
How is the Teacher’s Survey being administered this year?

For the 2014-2015 school year, the Teacher’s Survey should be distributed and collected the same way it has in the past. If you have an electronic process (like SurveyMonkey) already in place for teachers to submit their surveys, continue to use that process. Electronic copies of an updated survey will be distributed via the 21st CCLC list-serv shortly.
Does this new system have a name yet?

Not yet! The Department of Education will be asking you to help name the system! During Summer Institute in July, the Department will ask you to vote on suggestions for the new system.
Thank you for attending!

You can send follow-up questions to:

21stCCLC_APR@TheTactileGroup.com