21ST CCLC APR DATA SYSTEM TECHNICAL ASSISTANCE
November 9, 2015 3pm-4pm
The webinar is being recorded.
Participant phone lines will be muted.
To ask a question, type in the Chat window and the host and presenter will receive your question.
We will answer questions as time permits.
A link to recorded webinar and slide deck will be sent to attendees.
If you cannot hear or view the presentation, please send an email to 21APR@TheTactileGroup.com.
Introductions

Timeline
- Release Dates
- Technical Assistance and Quick Guides

Answers to Common Questions
- GPRA Options - Assessments/Grades/Teacher Surveys
- Terms
- Expanded Learning Time
- Roles/Responsibilities/Permissions
- Changes to System in Response to Feedback
2014-2015 SUMMER 2014 DATA

10/22/2015 - 11/15/2015
User Creation/Profiles

11/16/2015 - 12/10/2015
Summer 2014

12/11/2015 - 1/7/2016
Fall 2014

Spring 2015

2/12/2016 - 3/11/2016
Certification

10/22/2015

11/15/2015
Profile Data Complete

12/10/2015
Summer 2014 Data Complete

1/7/2016
Fall 2014 Data Complete

2/11/2016
Spring 2015 Data Complete

3/11/2016
SEA Data Certification Complete

11/16/2015 - 11/22/2015
Enter Activities Data

Enter Staffing Data

Enter Participation Data

12/4/2015 - 12/11/2015
Enter Outcomes Data

11/16/2015

TA Webinar #2
11/20/2015

TA Webinar #3
12/4/2015

11/23/2015

11/30/2015

12/7/2015

12/10/2015

12/10/2015
Summer 2014 Data Complete

11/16/2015

TA Webinar #2
11/20/2015

12/10/2015

11/20/2015

TA Webinar #3
12/4/2015
## GPRA

### Grades

<table>
<thead>
<tr>
<th>Grade</th>
<th>Math</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>PreK - 5</td>
<td>Improve from fall to spring (1032)</td>
<td>Improve from fall to spring (1035)</td>
</tr>
<tr>
<td>6 - 12</td>
<td>Improve from fall to spring (1033)</td>
<td>Improve from fall to spring (1036)</td>
</tr>
<tr>
<td>Total (PreK - 12)</td>
<td>Improve from fall to spring (1034)</td>
<td>Improve from fall to spring (1037)</td>
</tr>
</tbody>
</table>

### Teacher Survey

<table>
<thead>
<tr>
<th>Category</th>
<th>Data Source</th>
<th>Teacher reported Improvement (1038)</th>
<th>Teacher reported Improvement (1041)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework &amp; Participation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Behavior</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### State Assessment

<table>
<thead>
<tr>
<th>Grade</th>
<th>Reading</th>
<th>Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>PreK - 5</td>
<td>Improve from not proficient to proficient (1854)</td>
<td>Improve from not proficient to proficient (1855)</td>
</tr>
<tr>
<td>6 - 12</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### System

<table>
<thead>
<tr>
<th>SEA</th>
<th>Complete and accurate data submitted by states on time (1858)</th>
</tr>
</thead>
</table>

### Key

- Data Source
- Category
- User Input
- System Generated
Does my State have to report on all GPRA?

Not necessarily. States should plan to report in 2014-15 on all GPRA measures that they have reported on in the past.

States are required to report on at least one set of GPRA:

- Aggregate State Math and Reading Assessments Performance for Students identified as “not proficient” at the program year start
- Aggregate Math and English Grade Performance for all participating students from Fall to Spring
- Aggregate Behavior and Participation Performance (Teacher Survey-Reported) for all participating students
State Determines Dates for Terms

GPRA: State Math Assessment

- Not Proficient
- Proficient

Fall 14 : Spring 15

GPRA: State Math Assessment
How do I know when one term ends and the next begins?

- State is responsible for determining the dates for each term.
- The 21st APR System does not determine these dates.
- Once the State has determined dates for terms, all of their grantees should report aggregate data between those dates for each term.
What if I don’t have disaggregated data for Fall and Spring?

- Do your best to disaggregate.
- No new data elements are being collected. You will not be asked any questions that you do not have the answer to as the new system is based on questions that are answered by the data you already collect.
- If you have not been collecting information by term, we will work with you on how to enter the data that you do have.
COMMON QUESTION:

My State had active grantees in 2014-15 that implemented “Expanded Learning Time.” What do I have to report for these grantees?

States that were approved under ESEA flexibility and that elected the option to use 21st CCLC funds for expanded learning time (ELT) activities will be prompted to identify which sites implemented ELT activities in the “Center Profile” section (dropout Yes/No response).
COMMON QUESTION:

States with active ELT grantees (cont’d)

Similar to our prior data collection, the Department will reach out directly to States that report having Centers that implemented ELT in 2014-15. States will be asked to provide aggregated responses to the following questions:

Q1: How many Centers and Subgrantees are implementing ELT activities?
Q2. How many of each type of entity (LEA, CBOs, FBOs etc.) are providing services during ELT?
Q3. What is the total number of students being served during ELT, by Center?
Q4: What is the total number of hours per week ELT activities are offered, by center?
Q5: What activities are the subgrantees implementing during ELT?
Q6. Who (parent, volunteer, paraprofessional, certified teacher) is engaged in providing services during ELT, by subgrantee?
Q7: What percentage of funds allocated by State are directed toward funding ELT activities, by Center?
States with Active ELT Grantees (cont’d)

The following states reported having active ELT grantees in 2013-14:

Connecticut
Florida
Hawaii
Illinois
Kansas
Louisiana
Massachusetts
Mississippi
New York
Ohio
North Carolina
SEA Super User – Account Created by ED

- The SEA Super User is the individual that the US Department of Education recognizes as the primary point of contact, that is the State Coordinator or Director. This individual is on the Grant Award Notification (GAN) that your state receives.

SEA User & Grantee User – Accounts Created by SEA

- The most important decision the SEA Super user will need to make before creating additional users will be to determine the reporting structure for your state.
- Answer the questions: Who needs to enter data…just the SEA or will you allow grantees to enter data?
The 21st Century Community Learning Centers (CCLC) Collection System is a US Department of Education (ED) information system and is to be used for official use only. Users must read, understand, and comply with the Rules of Behavior.

21st CCLC Data Collection System will prompt you to reread the Rules of Behavior annually (or more often due to changes in the system or regulations) to meet this requirement.

System Security Controls:
- Ensure only authorized users have access to the system;
- Ensure users are uniquely identified when using the system;
- Tie actions taken within the system to a specific user;
- Ensure users only have access to perform the actions required by their position;
- Ensure 21st CCLC Data Collection System information is not inappropriately released; and
- Ensure 21st CCLC Data Collection System is available to users when needed.
## ROLES AND PERMISSIONS

<table>
<thead>
<tr>
<th>SEA Super User</th>
<th>SEA User</th>
<th>Grantee User (Subgrantee)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• User Management</td>
<td>• User Management (If Assigned)</td>
<td>• Manage Profile Data for Their Grant and Associated Centers</td>
</tr>
<tr>
<td>• Manage Profile Data for Grantees and Centers</td>
<td>• Manage Profile Data for Grantees and Centers</td>
<td>• Manage APR Data for Their Centers</td>
</tr>
<tr>
<td>• Manage APR Data</td>
<td>• Manage APR Data</td>
<td>• Manage State Award and Competition Data</td>
</tr>
<tr>
<td>• Manage State Award and Competition Data</td>
<td>• Manage State Award and Competition Data (If Assigned)</td>
<td>• Manage APR Data for Their Centers</td>
</tr>
<tr>
<td>• View Visualized Reports (Unless Delegated)</td>
<td>• View Visualized Reports (If Assigned)</td>
<td>• View Visualized Reports (If Assigned)</td>
</tr>
<tr>
<td>• Certify Data</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
COMMON QUESTION:

Can I create user accounts for centers?

- No, there is not a Center-level user in the new 21st CCLC APR System.

- SEA Super Users, SEA Users, and Grantee level users have the permissions to enter aggregate data for each of their Centers.
2014-2015 SPRING 2015 DATA

- 10/22/2015 - 11/15/2015 User Creation/Profiles
- 11/16/2015 - 12/10/2015 Summer 2014
- 12/11/2015 - 1/7/2016 Fall 2014
- 2/12/2016 - 3/11/2016 Certification

Key Dates:
- 10/22/2015
- 11/16/2015
- 12/10/2015
- 1/7/2016
- 2/11/2016
- 3/11/2016

Events:
- Profile Data Complete 11/15/2015
- Summer 2014 Data Complete 12/10/2015
- Fall 2014 Data Complete 1/7/2016
- Spring 2015 Data Complete 2/11/2016
- SEA Data Certification Complete 3/11/2016

Webinars:
- TA Webinar #5 1/13/2016

Data Completion:
- 10/22/2015 - 11/15/2015 Summer 2014
- 11/16/2015 - 12/10/2015 Summer 2014
- 12/11/2015 - 1/7/2016 Fall 2014
- 2/12/2016 - 3/11/2016 Certification

Activities:
- Enter Activities Data 1/8/2016 - 1/14/2016
- Enter Staffing Data 1/15/2016 - 1/21/2016
- Enter Participation Data 1/22/2016 - 1/31/2016
- Enter Outcomes Data 2/1/2016 - 2/11/2016

- 1/8/2016
- 1/13/2016 TA Webinar #5
- 2/1/2016
- 2/11/2016
2014-2015 DATA CERTIFICATION

- **Profile Data Complete**: 11/15/2015
- **Summer 2014 Data Complete**: 12/10/2015
- **Fall 2014 Data Complete**: 1/7/2016
- **Spring 2015 Data Complete**: 2/11/2016
- **SEA Data Certification Complete**: 3/11/2016

- **User Creation/Profiles**: 10/22/2015 - 11/15/2015
- **Summer 2014**: 11/16/2015 - 12/10/2015
- **Fall 2014**: 12/11/2015 - 1/7/2016
- **Certification**: 2/12/2016 - 3/11/2016

- **Update Summer 2014**: 2/12/2016 - 2/19/2016
- **Update Fall 2014**: 2/20/2016 - 2/26/2016

- **TA Webinar #6**: 2/17/2016
- **SEA Data Certification Complete**: 3/11/2016

- **Certification**: 2/12/2016 - 3/11/2016
Common Questions
SOME OF MY GRANTEES ARE MISSING FROM THE PRE-POPULATED LIST. WHERE ARE THEY?

All grantees active from 2009-2014 were imported from the legacy DB. If a grantee was not in the legacy database, it will not appear in the pre-populated Grantee list in the new federal system.

You should enter new Grantee profile data manually and review existing Grantees for accuracy.

- Some users experienced a scrolling list that was not fully populated (where a search returned grantees). This has been FIXED in the system.
Grantees that are inactive must be deleted. Only Grantees that have been active since the 2014-2015 performance period should remain in the new federal system.

Information for all Grantees active from 2009-2014 was imported from the previous system; therefore you will need to review all Grantees to delete inactive ones and update current ones (if necessary).

*Note that deleting grantees in the new federal system will not delete legacy data. Data for grantees that were active in 2013-2014 and earlier will continue to be available in "EXPLORE REPORTS."
Centers, feeder schools, and partners were not imported for data validity reasons. (Many centers’ data was not complete.)

You will need to enter centers in the system. You as the SEA Super User can do this; a SEA user can do this; and/or a Grantee user can do this (all these users have permissions). The Grantee user is limited to only the centers associated with his/her grant.
WHERE DO I ENTER AWARD INFORMATION?

The section for reporting grantee award and competition is forthcoming and will be released for 2014-2015 data after the certification process.

This data entry is limited to SEA Super Users and SEA Users.
We recommend that all users interact with the 21st CCLC APR System using one of these browsers: Chrome, Firefox, Safari, and Internet Explorer versions 9 and higher.

Because many users are accessing the system via a range of hardware and Internet speeds, the 21st CCLC APR System was designed for quick load times, easy reading, and a minimum amount of scrolling and resizing. It was built and tested to function properly on Chrome, Firefox, Safari, and Internet Explorer versions 9 and higher in both Mac and PC environments.
HOW DO I MAKE A SUGGESTION FOR IMPROVEMENT?

- Email the help desk!
- Please write SUGGESTION in the subject line.
- All suggestions are reviewed by the Department of Education and the design team on an ongoing basis.
HOW CAN I GET A FASTER RESPONSE FROM HELP DESK?

To expedite a response, follow these tips:

• Ask only **one** question per email. (Send as many as you need!)
• Be **specific** in the subject line.
• Be **detailed** in describing your question or issue.
• Include **screenshots** with your inquiry if possible.

Help Desk will **reply within two business days**. A **resolution** will follow as soon as possible.
Thank You!
Please send any further questions to 21APR@thetactilegroup.com.