EZ Reports and Annual Progress Report (APR)

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Annual Performance Report

The Annual Performance Report (APR), uses data from the 21APR Data Collection System to report on the *Government Performance and Results* Act (GPRA) performance indicators associated with the 21st CCLC program.

These metrics assist the federal government in determining progress of the 21st CCLC program based on the statutory requirements. The APR is completed once a year to summarize the operational elements of their program, the student population served, and the extent to which students improved in specific areas.

Table 19. 21st CCLC GPRA Performance Indicators

GPRA Performance Indicators
Measure 1.1 of 14: The percentage of *elementary* 21st Century regular program participants whose mathematics grades improved from fall to spring.
Measure 1.2 of 14: The percentage of *middle and high school* 21st Century regular program participants whose mathematics grades improved from fall to spring.
Measure 1.3 of 14: The percentage of *all* 21st Century regular program participants whose mathematics grades improved from fall to spring.
Measure 1.4 of 14: The percentage of *elementary* 21st Century regular program participants whose English grades improved from fall to spring.
Measure 1.5 of 14: The percentage of *middle and high school* 21st Century regular program participants whose English grades improved from fall to spring.
Measure 1.6 of 14: The percentage of *all* 21st Century regular program participants whose English grades improved from fall to spring.
Measure 1.7 of 14: The percentage of *elementary* 21st Century regular program participants who improve from not proficient to proficient or above in reading on state assessments.
Measure 1.8 of 14: The percentage of *middle and high school* 21st Century regular program participants who improve from not proficient to proficient or above in mathematics on state assessments.
Measure 1.9 of 14: The percentage of *elementary* 21st Century regular program participants with teacher-reported improvement in homework completion and class participation.
Measure 1.10 of 14: The percentage of *middle and high school* 21st Century program participants with teacher-reported improvement in homework completion and class participation.
Measure 1.11 of 14: The percentage of *all* 21st Century regular program participants with teacher-reported improvement in homework completion and class participation.

Focus

Math and Reading/English Grades

Homework Completion/Class Participation

Student Behavior

Core Academic Areas

Enrichment and Support Activities

GPRA Performance Indicators
Measure 1.12 of 14: The percentage of *elementary* 21st Century participants with teacher-reported improvement in student behavior
Measure 1.13 of 14: The percentage of *middle and high school* 21st Century participants with teacher-reported improvement in student behavior.
Measure 1.14 of 14: The percentage of *all* 21st Century participants with teacher-reported improvement in student behavior.
Measure 2.1 of 2: The percentage of 21st Century Centers reporting emphasis in at least one core academic area.
Measure 2.2 of 2: The percentage of 21st Century Centers offering enrichment and support activities in other areas.

Data Collection-WHY??????

Department of Education (DOE) requires data collection for funding from all states.

The Annual Performance Report(APR) is the depository of the statewide data.

The Truman Pierce Institute annually uploads state data into the APR data collection system.

Where does TPI get the data???????

EZ Reports!

APR Data Collection and Input

All APR data is collected from EZ Reports

Data is input into federal APR system **three** times a year.

- Summer 2019 Data
- Fall 2019 Data
- Spring 2020 Data

It is important that Grantee data is uploaded in a **timely** manner.

Cohort 12 will remain active in EZ Reports until all Summer of 2019 is reported in APR system.

However, **no Cohort 12 data** (attendance) should be entered into EZ Reports after September 30.

Only **Cohorts 13 and 14 remain active** after September 30, 2019.

APR Data Collection Categories

1. Activities
2. Staffing
3. Participation
4. Outcomes

1. APR Activity Categories

Academics

- ◯ STEM
- ◯ Literacy
- ◯ Tutoring
- ◯ Homework Help
- ◯ English Learner Language Support

Enrichment

- ◯ Entrepreneurship
- ◯ Arts & Music
- ◯ Physical Activity
- ◯ Community Service/Service Learning
- ◯ Mentoring

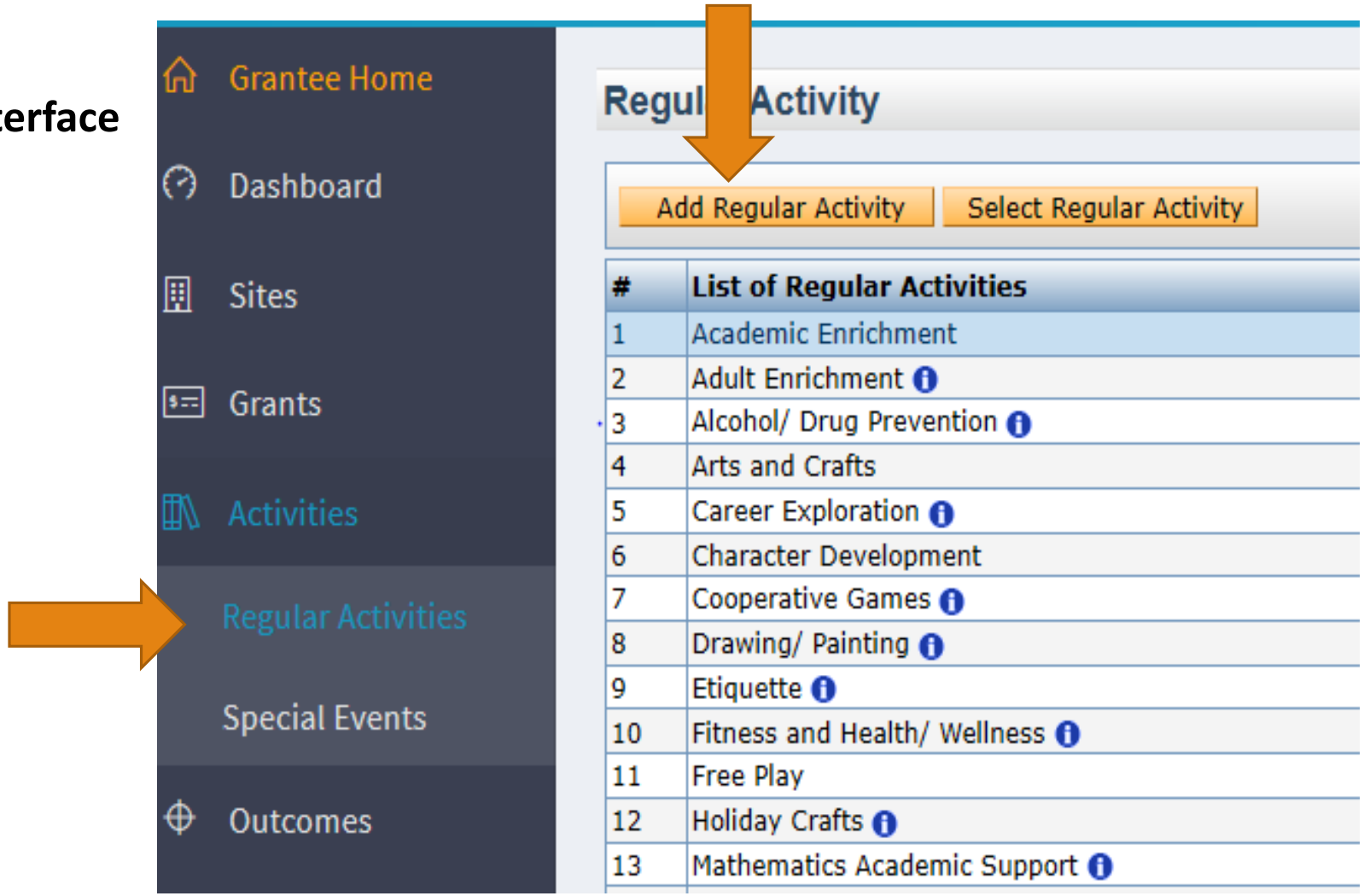
Character Education

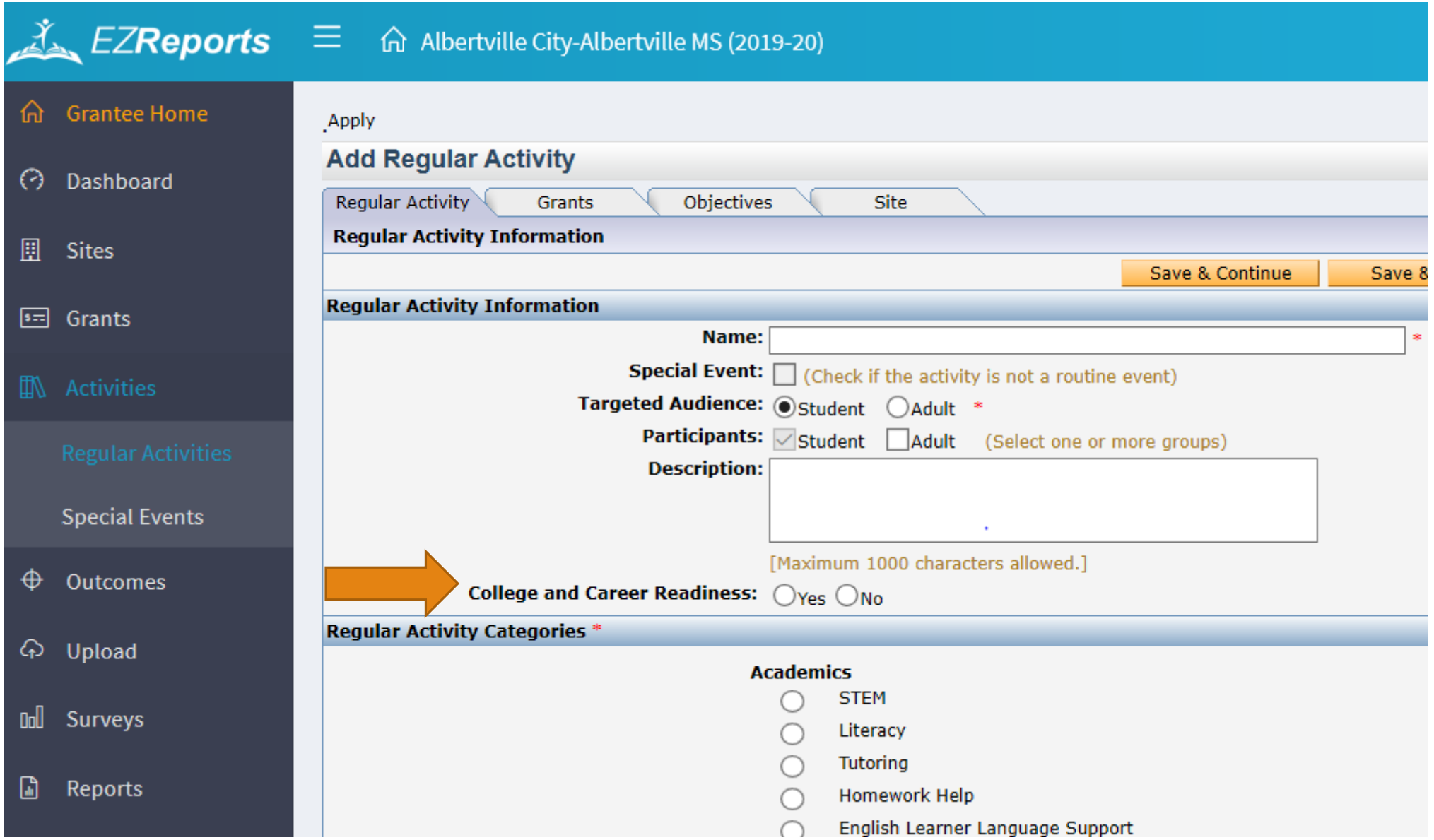
- ◯ Drug Prevention
- ◯ Counselling Programs
- ◯ Violence Prevention
- ◯ Truancy Prevention
- ◯ Youth Leadership

College and Career Readiness

- ◯ College and Career Readiness

Grantee Interface




EZReports
Albertville City-Albertville MS (2019-20)
Grantee Home
Dashboard
Sites
Grants
Activities
Regular Activities
Special Events
Outcomes
Upload
Surveys
Reports
Apply
Add Regular Activity
Regular Activity
Grants
Objectives
Site
Regular Activity Information
Save & Continue
Save &
Regular Activity Information
Name:
Special Event:
(Check if the activity is not a routine event)
Targeted Audience:
Student
Adult
Participants:
Student
Adult
(Select one or more groups)
Description:
[Maximum 1000 characters allowed.]
College and Career Readiness:
Yes
No
Regular Activity Categories
Academics
STEM
Literacy
Tutoring
Homework Help
English Learner Language Support

Activity Data Reported

Type of Activity

How Often it is Offered

How Many Hours It is Offered

Number of Participants

College or Career Readiness

APR Activities Report

ACTIVITIES

Academics

STEM

How often ?	**More than once a Week**
Times a Week :	**2**
Avg Hours per Session :	**1-2 hours**
Average Participants	**11-20**
Is also College and Career Readiness ?	**NO**

Literacy

How often ?	**More than once a Month**
Times a Week :	**Weekly**
Avg Hours per Session :	**1-2 hours**
Average Participants	**21-30**
Is also College and Career Readiness ?	**NO**

Homework Help

How often ?	**More than once a Week**
Times a Week :	**4**
Avg Hours per Session :	**1-2 hours**
Average Participants	**21-30**
Is also College and Career Readiness ?	**NO**

Enrichment

Arts & Music

How often ?	**More than once a Week**
Times a Week :	**3**
Avg Hours per Session :	**1-2 hours**
Average Participants	**21-30**
Is also College and Career Readiness ?	**NO**

Community Service/Service Learning

How often ?	**More than once a Month**
Times a Week :	**Weekly**
Avg Hours per Session :	**1-2 hours**
Average Participants	**5-10**
Is also College and Career Readiness ?	**NO**

Character Education

d On:10/10/2019 05:00 PM

Youth Leadership

How often ?	**More than once a Week**
Times a Week :	**5**
Avg Hours per Session :	**Less than 1 hour**
Average Participants	**21-30**
Is also College and Career Readiness ?	**NO**

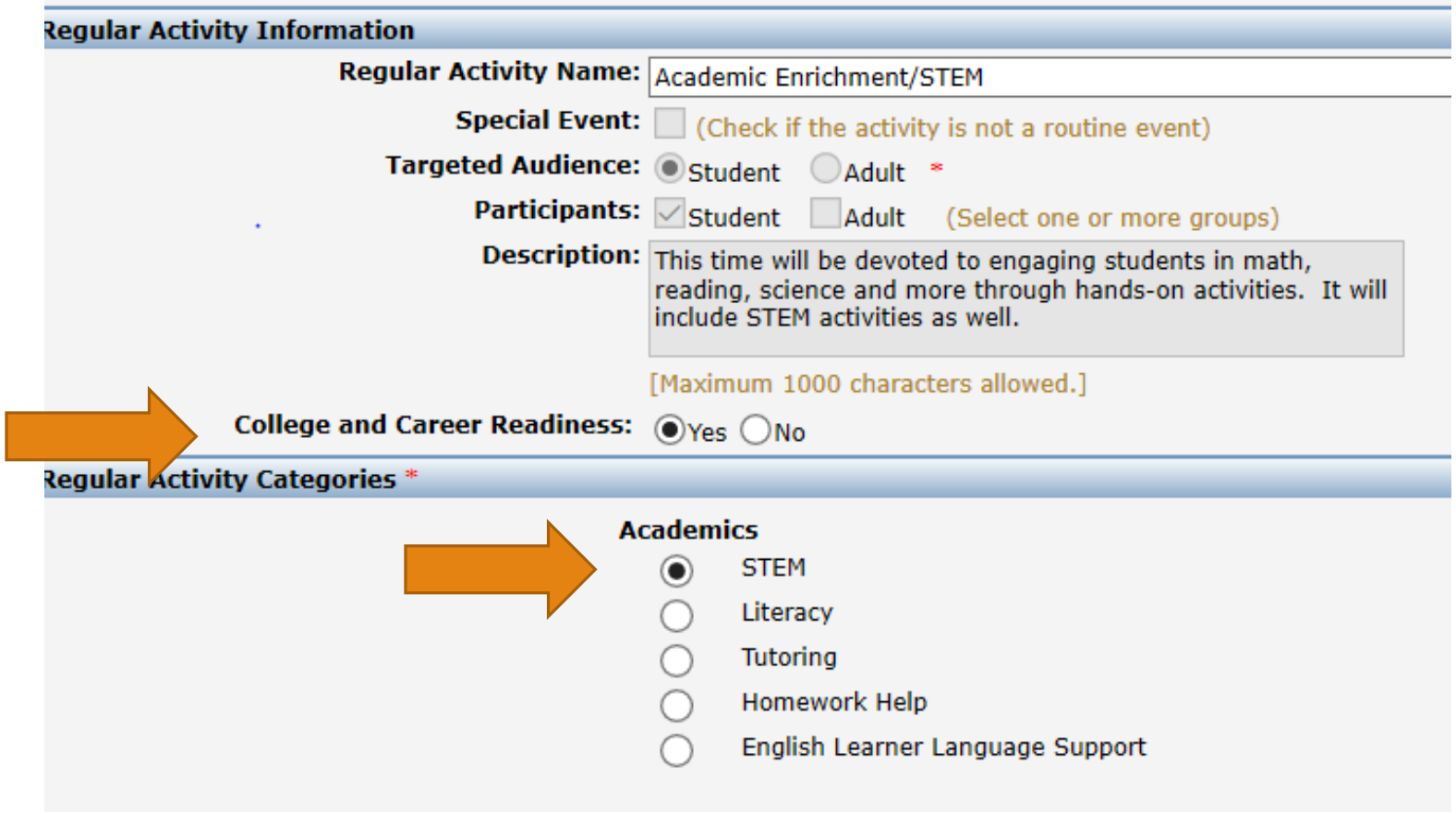
Activity Categories & Sessions

Be sure you have an **Activity** for each category your program offers. Use your *Grant Application* in eGap as your guide.

- STEM
- Reading/Literacy
- Homework
- Arts & Music
- Physical Activity
- Community Service

Be sure your **Sessions** accurately list the amount of time you spend in those sessions each week/month and all students are enrolled.

Activity Category & College and Career Readiness



Sessions-How often, Hours, Participants

Regular Activities			
Session		Schedule	Time
ACADEMIC ENRICHMENT/STEM +			
	STEAM	09/09/19-09/12/19 [M,T,W,Th]	04:00-04:45PM
	STEAM1	08/07/19-05/21/20 [M,T,W,Th]	04:00-04:45PM
	STEAM2	08/07/19-05/21/20 [M,T,W,Th]	04:45-05:30PM
	STEAM Activities 2-3	10/01/19-10/31/19 [M,T,W,Th]	04:30-05:00PM
	Steam Activities 4-5	10/01/19-10/31/19 [M,T,W,Th]	05:00-05:30PM
	STEAM Activities K-1	10/01/19-10/31/19 [M,T,W,Th]	04:00-04:30PM

2. APR Staffing Categories

Administrators

College Students

Community Members

High School Students

Parents

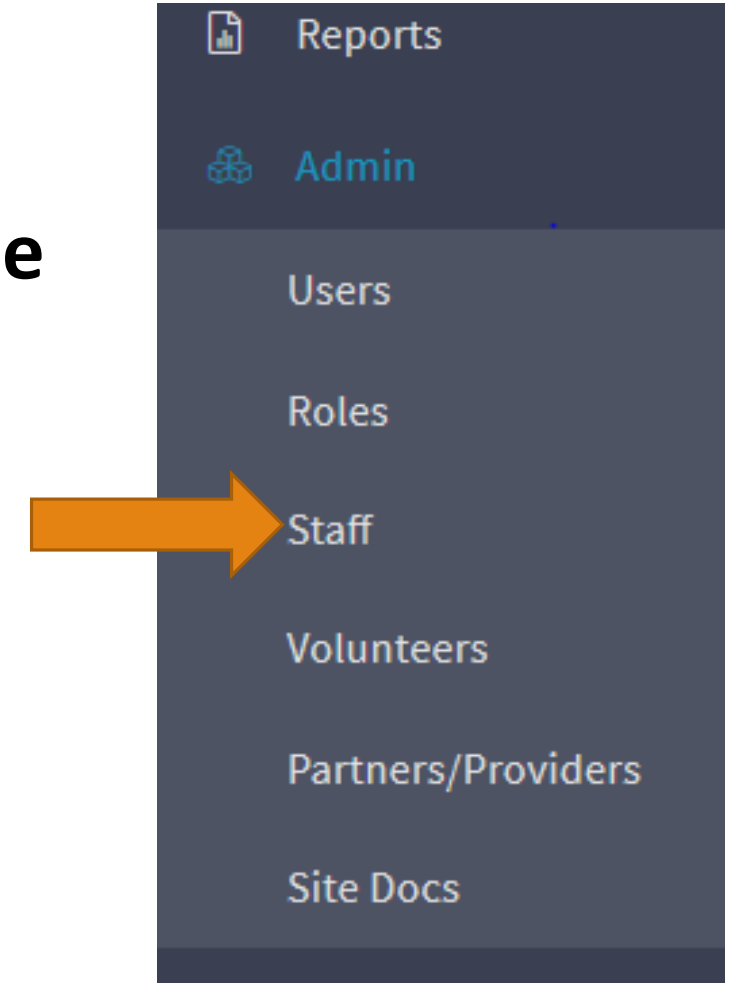
School Day Teachers

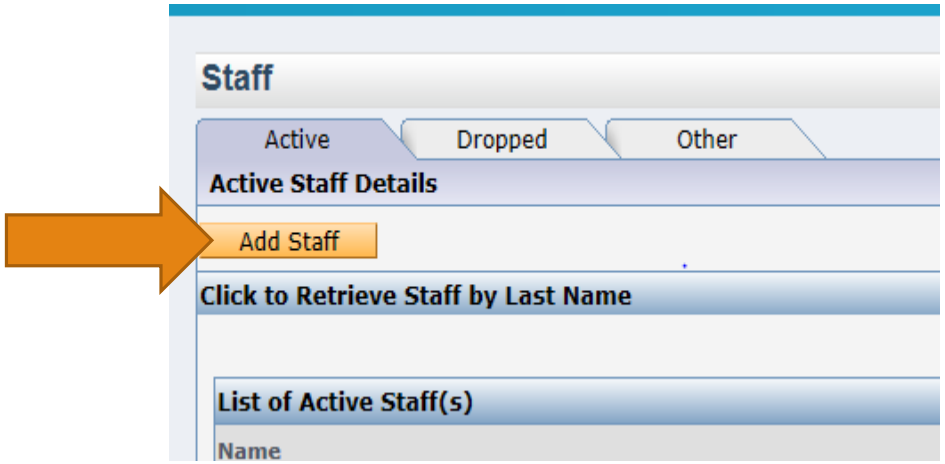
Other Non-Teaching School Staff

Subcontracted Staff

Other

Site Interface





Staff Required Information Form located in Notebooks.

STAFFING

Administrators		
	Paid	0
	Volunteer	0
College Students		
	Paid	0
	Volunteer	0
Community Members		
	Paid	2
	Volunteer	0
High School Students		
	Paid	0
	Volunteer	0
Parents		
	Paid	0
	Volunteer	0
School Day Teachers		
	Paid	7
	Volunteer	0
Other Non-Teaching School Staff		
	Paid	3
	Volunteer	0
Subcontracted Staff		
	Paid	0
	Volunteer	0
Other		
	Paid	1
	Volunteer	0

3. APR Participation Categories

Grade Level

Student Attendance

Race/Ethnicity

Sex

Population Specifics

Site Interface Student Registration

Personal Information

Student Last Name: * Find
Student Middle Name:
Student First Name: *
Date of Birth: *(MM/DD/YYYY)
Age: (Years)
Gender: -- Select -- *

Address 1: *
Address 2:
City: *
State: Alabama
Zip: *
County: -- Select --
Home Phone:
Cell Phone:
Email:

Primary Language: --Select-- *
Eligible for Free/ Reduced Lunch: Yes No Unknown

Ethnicity: Is this student Hispanic or Latino? *

- Yes, Hispanic or Latino
  (A person of Cuban, Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.)
- No, not Hispanic or Latino
- Unknown

Race: Check one or more to indicate the student's race*

- White
  A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American
  A person having origins in any of the black racial groups of Africa.
- Asian
  A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Native Hawaiian or Pacific Islander
  A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- American Indian or Native Alaskan
  A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.
- Some Other Race
  A person providing write-in entries such as multiracial, mixed, interracial, Wesort, or a Hispanic/Latino group (for example, Mexican, Puerto Rican, or Cuban)
- Unknown
  Declined to State/Unknown

Site Interface-Student Registration Screen

Reg. Date	Grade	Attendance		
		Total	Smr	Fall
08/21/19	3	32 R		32
08/06/19	4	43 R		43
08/06/19	3	35 R		35
08/06/19	3	41 R		41
08/06/19	3	43 R		43
08/06/19	3	35 R		35
08/06/19	3	41 R		41
05/28/19	4	56 R	17	39
08/06/19	3	41 R		41
05/28/19	4	56 R	16	40

Great Report for External Evaluators

PARTICIPATION

GRADE LEVEL

PreKindergarten	0	6th Grade	0
Kindergarten	16	7th Grade	0
1st Grade	15	8th Grade	0
2nd Grade	10	9th Grade	0
3rd Grade	14	10th Grade	0
4th Grade	23	11th Grade	0
5th Grade	15	12th Grade	0

PRE-K - 5TH GRADE

STUDENT ATTENDANCE

Less than 30 days	37
30-59 days	5
60-89 days	2
90 or more days	49

RACE / ETHNICITY

American Indian or Alaska Native	0
Asian	0
Black or African American	73
Hispanic or Latino	8
Native Hawaiian or Pacific Islander	0
White	12
Two or More Races	0
Data not provided	0

SEX

Male	42
Female	51
Data not provided	0

POPULATION SPECIFICS

Students with limited English Language Proficiency	5
Students who are eligible for free or reduced price lunch	74
Student with special needs	5
Family members	53

4. APR Outcomes

1. Teacher Surveys

2. Grades

Surveys in EZ Reports

1. Teacher Surveys-Required. Data reported in APR. (Homework Completion and Behavior)

2. Student Surveys-Required

3. Parent Surveys-Required

4. Staff-Optional

5. Partners-Optional

IT IS IMPORTANT TO GET AS MANY SURVEYS RETURNED AND UPLOADED INTO EZ RPORTS AS POSSIBLE.

SEND OUT IN MARCH OR EARLY APRIL.

SCHOOL DAY TEACHERS NEED TO BE UPLOADED INTO EZ REPORTS AND LINKED TO STUDENTS ANNUALLY.

APR Outcomes-Teacher Surveys

PRE-K - 5TH GRADE

You reported 56 regular participants in Pre-K-5th grade at your center.

How many teacher surveys were distributed for Pre-K-5th grade?	56
How many teacher surveys were returned from Pre-K-5th grade?	37
Of these 37, How many are for participants who attended 30-59 days?	1
Of these 37, How many are for participants who attended 60-89 days?	0
Of these 37, How many are for participants who attended 90+ days?	36

Teacher Survey-Continue

30-59 Days

You reported 1 teacher surveys for regular participants who attended 30-59 days at the PreK-5th grade level.

How many teacher surveys for these 1 participants reported improvement in homework completion and class participation?	1
How many teacher surveys for these 1 participants reported improvement in student behavior?	1

60-89 Days

You reported 0 teacher surveys for regular participants who attended 60-89 days at the PreK-5th grade level.

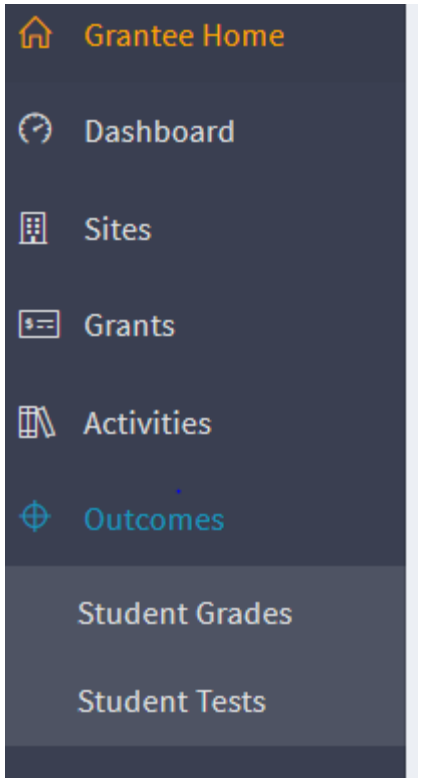
How many teacher surveys for these 0 participants reported improvement in homework completion and class participation?	0
How many teacher surveys for these 0 participants reported improvement in student behavior?	0

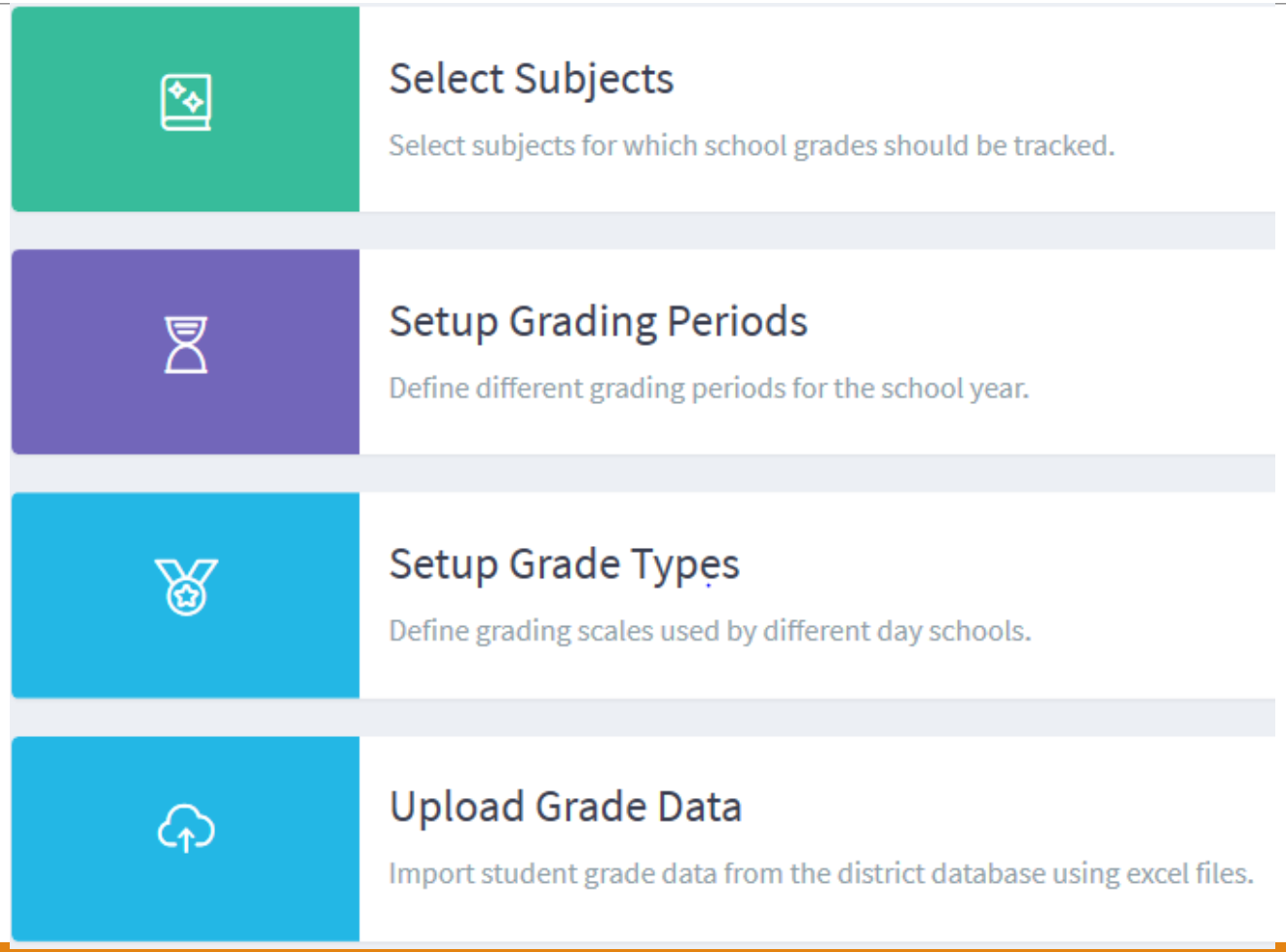
90+ Days

You reported 36 teacher surveys for regular participants who attended 90+ days at the PreK-5th grade level.

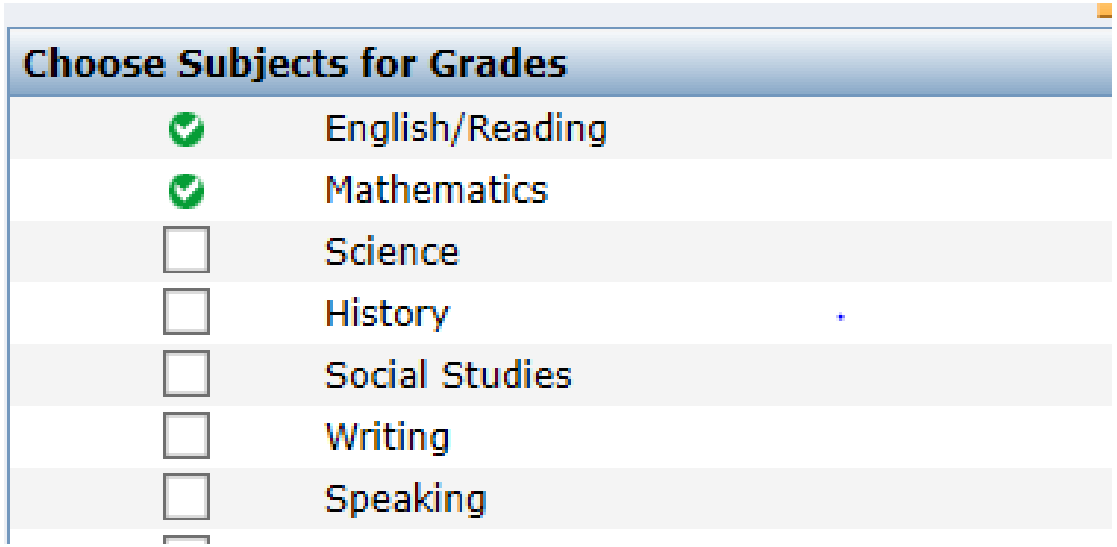
How many teacher surveys for these 36 participants reported improvement in homework completion and class participation?	34
How many teacher surveys for these 36 participants reported improvement in student behavior?	35

APR Outcomes-Grades

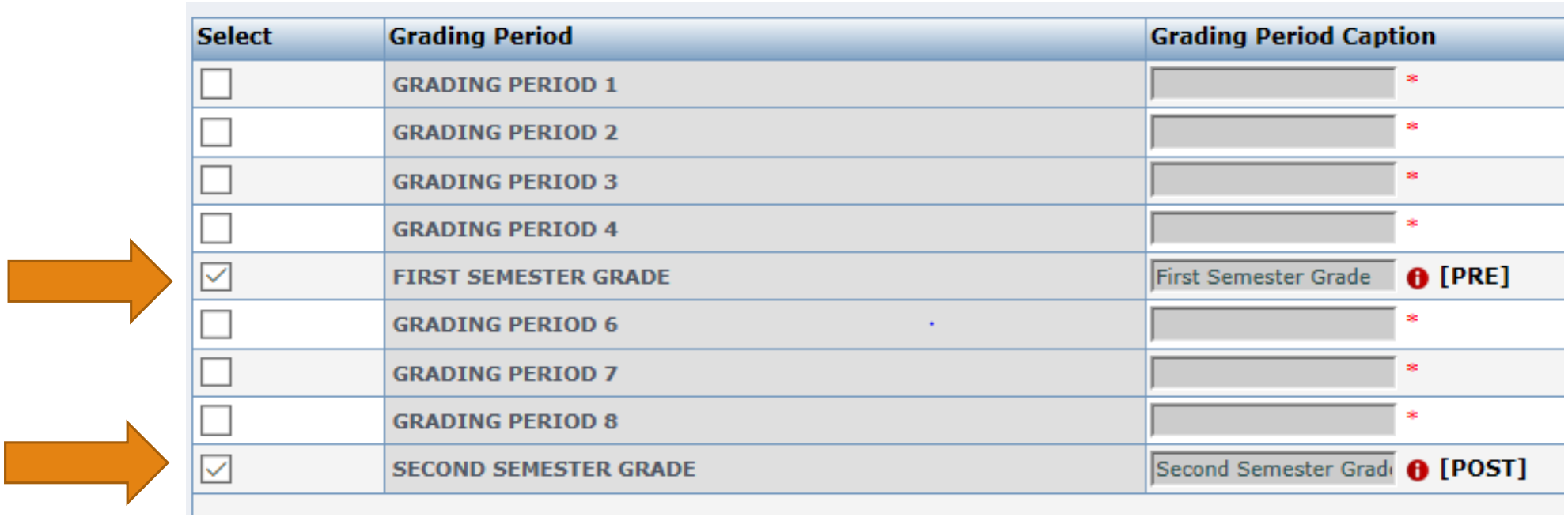




Select Subjects-Preset

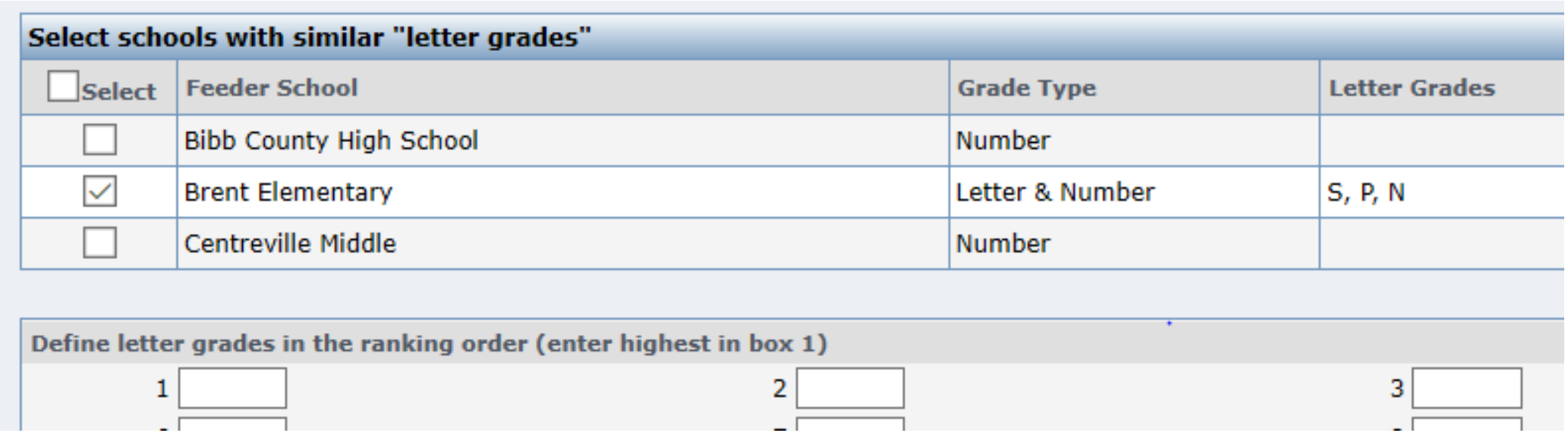


Set Up Grading Periods-Preset



Select	Grading Period	Grading Period Caption
☐	GRADING PERIOD 1	*
☐	GRADING PERIOD 2	*
☐	GRADING PERIOD 3	*
☐	GRADING PERIOD 4	*
☑	FIRST SEMESTER GRADE	First Semester Grade [PRE]
☐	GRADING PERIOD 6	*
☐	GRADING PERIOD 7	*
☐	GRADING PERIOD 8	*
☑	SECOND SEMESTER GRADE	Second Semester Grad [POST]

Set Up Grade Types



Select schools with similar "letter grades"

Select	Feeder School	Grade Type	Letter Grades
☐	Bibb County High School	Number	
☑	Brent Elementary	Letter & Number	S, P, N
☐	Centreville Middle	Number	

Define letter grades in the ranking order (enter highest in box 1)

1 ☐ 2 ☐ 3 ☐

Students Who Needed to Improve?

How to compute 'Students needed to improve grade'?

- ○ Students who made B grade or lower (i.e less than 80 on number grade) in
- ◉ Students who made C grade or lower (i.e less than 70 on number grade) in

Outcomes-Grades

PRE-K - 5TH GRADE

30-59 Days

You reported 5 regular participants who attended 30-59 days at the PreK-5th grade level.

Of these 5 regular participants, how many needed to improve their **mathematics** grades from fall to spring?	0
Of these 0 regular participants who needed to improve, how many did improve their **mathematics** grades from fall to spring?	0
Of these 5 regular participants, how many needed to improve their **English** grades from fall to spring?	0
Of these 0 regular participants who needed to improve, how many did improve their **English** grades from fall to spring?	0

60-89 Days

You reported 2 regular participants who attended 60-89 days at the PreK-5th grade level.

Of these 2 regular participants, how many needed to improve their **mathematics** grades from fall to spring?	1
Of these 1 regular participants who needed to improve, how many did improve their **mathematics** grades from fall to spring?	1
Of these 2 regular participants, how many needed to improve their **English** grades from fall to spring?	0
Of these 0 regular participants who needed to improve, how many did improve their **English** grades from fall to spring?	0

Grades Continued

90+ Days

You reported 49 regular participants who attended 90+ days at the PreK-5th grade level.

Of these 49 regular participants, how many needed to improve their **mathematics** grades from fall to spring?	3
Of these 3 regular participants who needed to improve, how many did improve their **mathematics** grades from fall to spring?	3
Of these 49 regular participants, how many needed to improve their **English** grades from fall to spring?	2
Of these 2 regular participants who needed to improve, how many did improve their **English** grades from fall to spring?	2

Outcomes-Surveys and Grades

It is VERY IMPORTANT to upload Surveys and Grades into EZ Reports in a timely manner.

All Fall and Spring data MUST be reported to External Evaluators by July 15.

All Summer data MUST be reported to External Evaluators by August 15.

Where is the APR Report?

In EZ Reports:

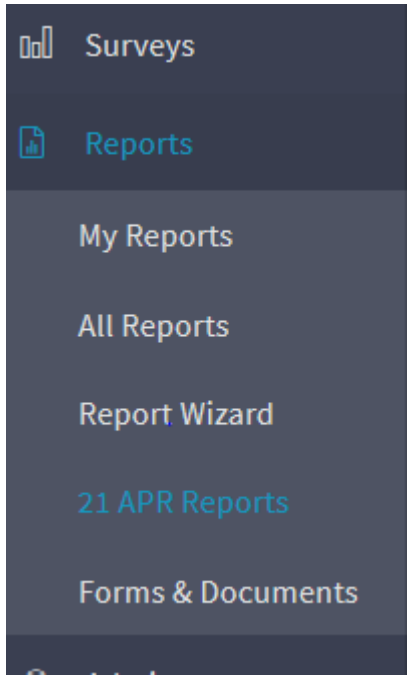
On the Grantee Interface go to Reports and select 21 APR Reports.

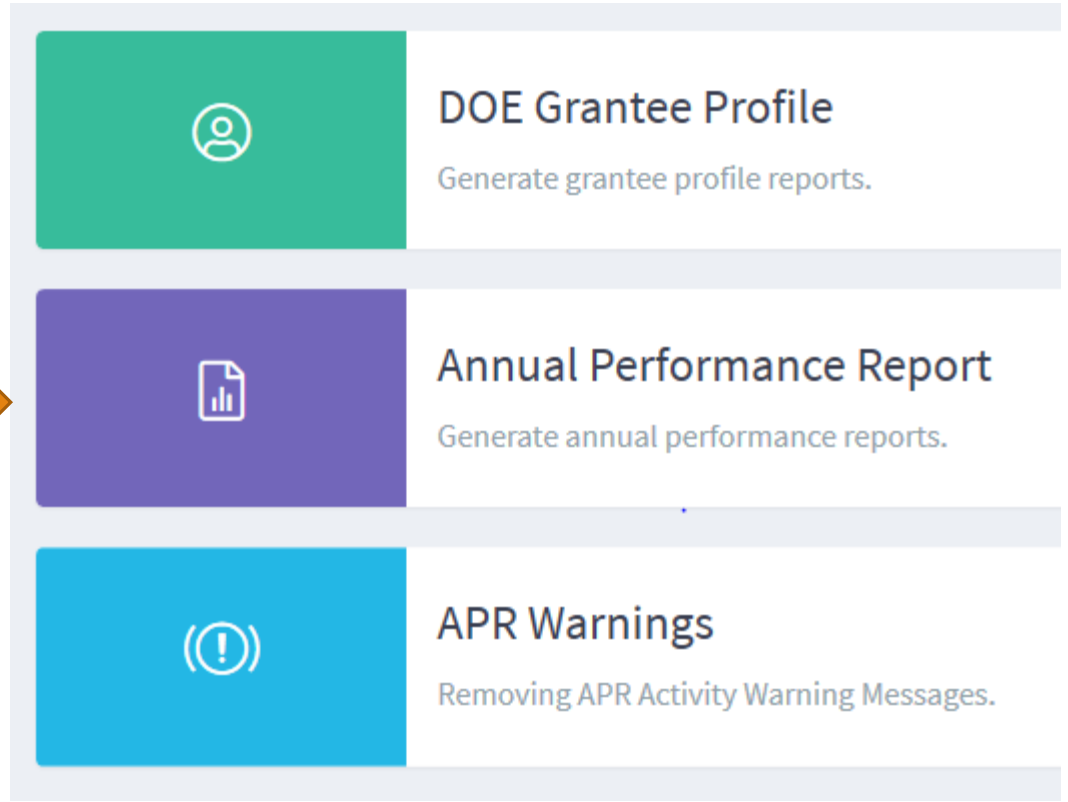
Three Options: DOE Grantee Profile

Annual Performance Report (APR)

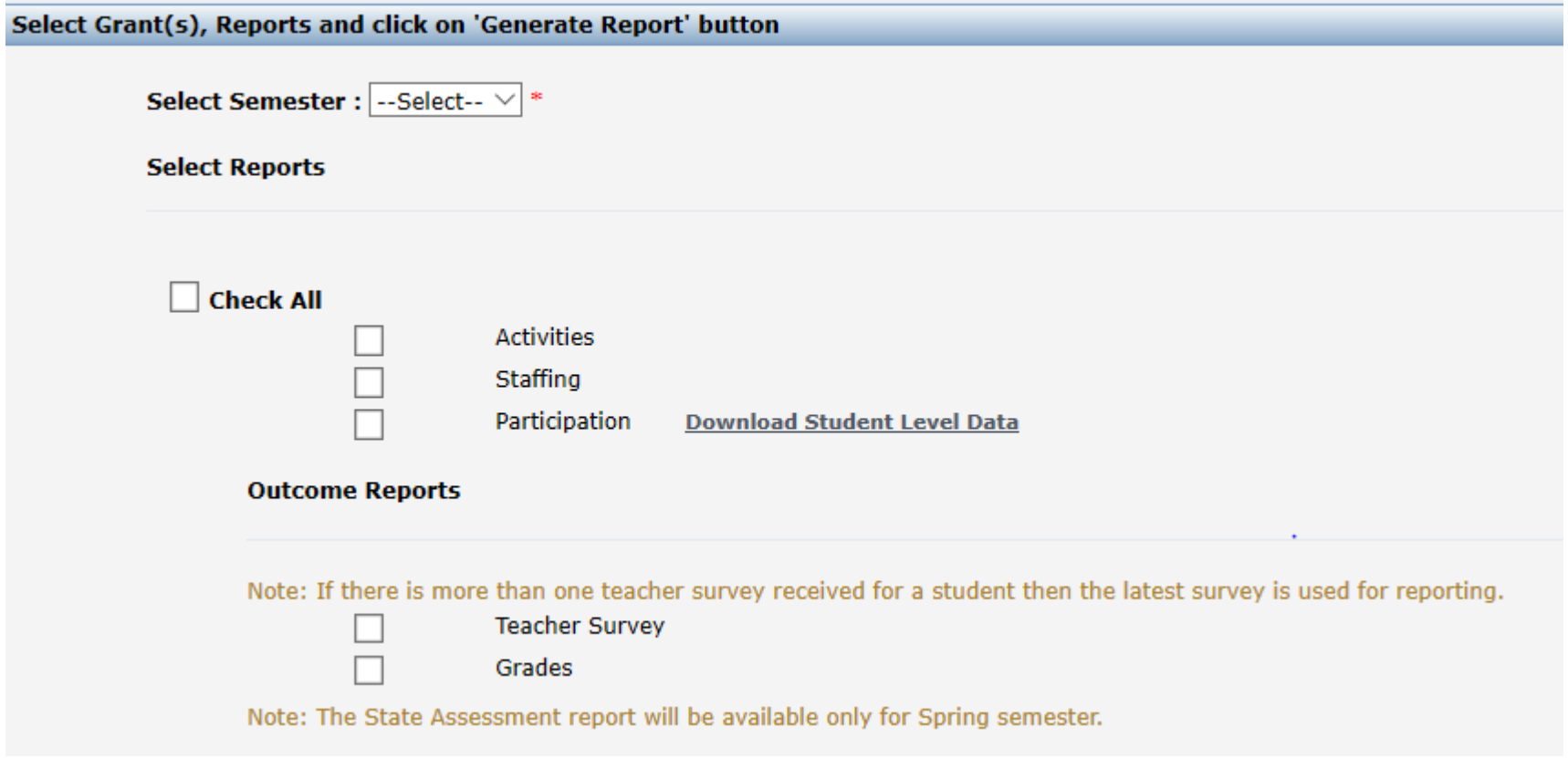
APR Warnings

Grantee Interface





APR Report


Select Grant(s), Reports and click on 'Generate Report' button
Select Semester : --Select-- *
Select Reports
Check All
Activities
Staffing
Participation
Download Student Level Data
Outcome Reports
Note: If there is more than one teacher survey received for a student then the latest survey is used for reporting.
Teacher Survey
Grades
Note: The State Assessment report will be available only for Spring semester.

EZ Reports is Important

Activities/Sessions

Attendance

Demographics

Staffing

Surveys

Grades

Parent Participation

Your program only gets credit for what you report in EZ Reports!

Reminders

New Cohort 14 Site data must be loaded into Cohort 14 or C14 site. NOT Cohort 12!!!

Need a username and password contact Linda Williams or Linda Dean.

Grantee Interface Access needed for Grant level data input-Partners, Activities, Program Semester Dates, Holidays, Grade Information, Objectives, Surveys and Funding.

Site Interface Access needed for Site data input-Students, Adults, Staff, School Day Teachers, Sessions, Attendance, and Surveys

Those who have Grantee Interface Access also have Site Interface Access.

Those who have Site Interface Access only have Site Access.

How to Get Started

Follow Step by Step Instructions included in your packet.

“New Grantee EZ Reports Set Up”

Do not skip steps and you must complete the steps in order.

Take your time. Accuracy is important.

Remember-This is what is reported to the DOE.

Need Help?

Email or call:

Linda Williams lmw0085@auburn.edu 334-844-4101

Linda Dean lhd0001@auburn.edu 334-844-4102

Chris Groccia chrisgroccia@Hotmail.com