

**Georgia Department of Education  
Nita M. Lowey 21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC) Program  
FY23 End of the Year Report**

<b>Name of Subgrantee:</b>	Clarke County School District
<b>Program Name:</b>	Fostering Future Success Program (FFSP) for Elementary Students  Program Sites: <ul style="list-style-type: none"> <li>• HT Edwards BGC</li> <li>• Smilow BGC</li> </ul>
<b>Date of Review:</b>	August 14, 2023

**Review of 2022-2023 School Year Data**

**Objectives Review**

Total Number of Objectives	Objectives Met		Objectives Not Met		Objectives Not Measured	
	Number	Percentage	Number	Percentage	Number	Percentage
6	6	100%	0	0%	0	0%
<b>Reason for Objectives Not Measured:</b>	Not Applicable					

**Attendance Review**

ADA Risk Status Intervals (August 2022-May 2023)	Subgrantee Results from CDE Form	
	Final ADA (target #/daily attendance)	Regular Attendees (% = # regular attendees/# registered)
<50% HIGH RISK		
<70% MEDIUM RISK		
<100% LOW RISK	79%	81%
<b>Transact Reports for FY23</b>	<ul style="list-style-type: none"> <li>• HT Edwards BGC ADA 51/Target (125) = 41% High Risk)</li> <li>• Smilow BGC ADA 72/Target (125) = 57% Medium Risk)</li> </ul>	
<b>Attendance Recommendations/Concerns:</b>	Corrective Action Plan Notes  Average Daily attendance at HT Edwards and Smilow BGCs below 70% of targeted student number.  <ul style="list-style-type: none"> <li>• HT Edwards BGC - It should be noted that attendance data has not been fully entered for the H. T. Edwards Boys and Girls Site due to inconsistent staffing of the</li> </ul>	

	<p>position that entered the attendance. A plan to address the missing data was formulated prior to the corrective action (meeting date 3/22/2023) to get all attendance entered. Site Coordinators were not previously trained on the Cayen System as the Budget Assistant completed it at the district level. However, due to high turnover in that position, it has now been dissolved, and some duties assigned to other employees. The middle school site coordinators already input their attendance, and once it was resolved that the Cayen Site is independent of the district site, the coordinators at the Elementary level will now input their attendance as well. With this change, we are confident that attendance will be entered timely.</p> <ul style="list-style-type: none"> <li>• Smilow BGC – Site Coordinators were not previously trained on the Cayen System as the Budget Assistant completed it at the district level. However, due to high turnover in that position, it has now been dissolved, and some duties assigned to other employees. The middle school site coordinators already input the attendance, and once it was resolved that the Cayen Site is independent of the district site, the coordinators at the Elementary level will now input their attendance as well. With this change, we are confident that attendance will be entered timely.</li> </ul>
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**2022-2023 Monitoring (if applicable)**

<b>Type of Monitoring</b>	Pre-Monitoring Activities	
<b>Program Findings</b>	N/A	
<b>Fiduciary Findings</b>	N/A	
<b>Total Monitoring Findings</b>	N/A	
<b>Plan for integrating required corrective actions from FY23 monitoring. (If Applicable)</b>	Not Applicable	

**Overall Review of 2022-2023 Year**

<p><b>Program Strengths:</b></p> <ol style="list-style-type: none"> <li>1. There were no program findings during the FY23 monitoring process.</li> <li>2. Despite the challenges to maintain full enrollment in the program, the program served students who demonstrated key academic, behavioral, and social/emotional skills.</li> <li>3. During FY23, the program met its goals and objectives as outlined in the RFP to support students and parents.</li> <li>4. The program met all programmatic deadlines that were assigned.</li> <li>5. The Program Director requested and attended Technical Assistance meetings with GaDOE staff regarding programmatic and fiduciary concerns.</li> </ol>
<p><b>Recommended Program Improvements:</b></p> <ol style="list-style-type: none"> <li>1. Work on supporting parents to take advantage of parenting learning sessions as well as increasing the average daily attendance over the next program year.</li> <li>2. Promote parent participating in program events as stated in the RFP Goals and Objectives.</li> <li>3. Prepare Site Coordinators and staff for virtual site visits to ensure that the observations began on time and flow smoothly.</li> </ol>

4. Continue to adhere to all programmatic and fiduciary guidelines and deadlines as outlined the FY24 Subgrantee Operations Manual and GaDOE.
5. Continue to recruit and retain students and staff.
6. Continue offering engaging academic and enrichment activities.
7. Continue to build strong relationships with parents and community.
8. Continue the good preparation for a possible full onsite monitoring.
9. Continue to meet program deadlines.
10. Continue to communicate with private schools through ES4PS.
11. Attend all 21<sup>st</sup> CCLC professional learning sessions. If you cannot personally attend, please send a representative in your place.
12. Prepare to include P3, Academic Activities, with your PMA.
13. Prepare to include P4, Enrichment Activities, with your PMA.
14. Prepare to include P15, Program Revisions based on the Summative Evaluation, with you PMA.
15. August 21, 2023, upload Conflict of Interest Form in the GaDOE Consolidated Application.
16. August 21, 2023, sign off on FY24 Program Assurances in the GaDOE Consolidated Application.
17. August 21, 2023, submit 21st CCLC Program Contact Information Form to your assigned Program Specialist.
18. August 31, 2023, Submit the Summer Program Evaluation Form to your assigned Program Specialist.
19. August 31, 2023, Submit the Site Profile Update, 21<sup>st</sup> CCLC Calendar, Daily Schedule, and Enrichment/Academic Activities forms to your assigned Program Specialist.
20. September 21, 2023 – Community Based Organizations (CBOs) • Secure Fidelity Bond (25% of grant award) and • General Liability Insurance (\$1,000,000) due to Fiscal and Compliance Specialist.
21. The program will upload an updated MOA on Con App by September 29, 2023.
22. September 29, 2023, activities due - Submit signed Operations Manual Signature Page; Email Records Retention letter to; Complete First 30-Day Checklist.

**Program Requirements for 2023-2024, if applicable:**

1. Continue to meet all deadlines.
2. Continue to meet all objectives as stated in RFP.
3. Increase attendance at both sites this year.
4. Ensure that all activities are complimentary of the regular school academic day.

Program Amendment Required (Yes/No): No

**Fiscal Strengths:**

All fiscal timelines have been met. The program is responsive to GaDOE requests.


**Recommended Fiscal Improvements:**

As of 8/10/2023, Clarke County 21<sup>st</sup> CCLC for Fostering Future Success Program (FFSP) for Elementary Students grant has been reimbursed 56.53% (\$227,551.37) of their FY23 grant funds (\$402,500). Please target 85% funds expenditure.

**Fiscal Requirements for 2023-2024, if applicable:**

Increase funds expenditure. Target at least 85% funds expenditure for FY24.

Budget Amendment Required (Yes/No): No

Attendee Name	Title	Signature
Dr. Andrea Phillips	Program Director, Clarke County School District	
Dr. Shemika Hubbard	Program Specialist	<i>Dr. Shemika S. Hubbard</i>
Michelle Gray	Fiscal and Compliance Specialist	<i>Michelle Gray</i>