Nita M Lowey 21st Century Community Learning Centers (21st CCLC) Adult Family Participation Reporting

Family Engagement Definition

Adult family members (or other adults serving in that role) of a student participant of the 21st CCLC program at the site. Adult family members may be parents, grandparents, foster parents, guardians, etc. who participate to engage in their students' learning and achievement goals.

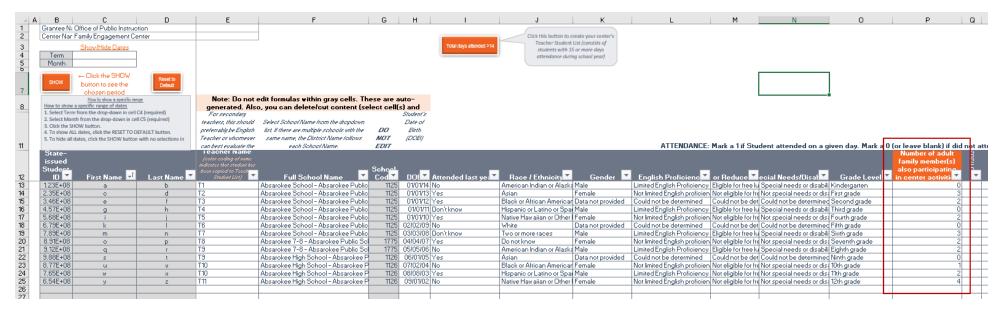
Adult Family Participation Reporting

Purpose for Reporting

- 1. To report to the federal Department of Education, through the *Excel Attendance Workbook*, each term's number of adult family members participating in 21st CCLC program activities.
- 2. To report to the State, through the Staff & Activities Reporting Google Sheet, adult activities, categories, and participation rates.
- 3. **NOTE:** If there is Adult participation in a term, it must be reported in both the Excel Attendance Workbook and the Staff and Activities Reporting Google Sheet

Attendance Reporting

- In the Center's Excel Attendance Workbook, under Column P, (Number of adult family member(s) also participating in center activities (Summer)), enter the number of adult family members who participated on behalf of each student in any activity during the specified term (Summer, Fall, or Spring).
- An adult family members' participant box for each term is in Column P (Summer), Column DF (Fall), and Column JE (Spring)





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Staff & Activities (Data Entry - Adult Activities)

- In the Center's online Google Data Entry Adult Activities page, complete each row with the Term, Adult Activity Name, Category, Frequency, Hours per day, and Typical (# of usual) Adult Participant Numbers (not students)
- NOTE: See guidance for each column above the table.

