

Appendix A Continuing Improvement 2018-19

Agency Name: City of Hialeah Project Number: 13B-2448B-8CCC2
Program Name: Academic Achievers

Reason(s) for the change:

Continuing Improvement 16-17

5.5a Recruitment and Retention -The reason for the change in this section is that the verbiage in the narrative pertained to challenges that the program had in its first year with recruitment due to funds being awarded late in the contract year (November 2015). This is something that is no longer relevant and needs to be stated in the narrative this year as continuing improvement.

5.5b Student Program Activities- The reason for the change in the narrative section is due to:

1. the MindWorks curriculum having more educational areas to incorporate into a PBL project. These kits also include more projects and hands on activities to extend learning time and are more engaging to all students. The PCS Adventures kits will also will be incorporated into the MindWorks PBL project to ensure that technology is still being taught and used in the program.
2. the college test prep courses for the PERT exam are being discontinued because the majority of the program participants served are middle school aged and they do not qualify to take the PERT test until they reach upper high school grades. The Program is going to offer college and career readiness workshops to all program participants that are teacher created.
3. the objectives changing in year 2 and required components of middle/high school no longer require that programs offer a separate character education objective, the program will no longer offer Peaceworks to the students. The college and career readiness component has aspects of character education that the teachers are incorporating into their lessons. This language was added to the college and career readiness section as well.

5.5d Staffing Plan and Professional Development- The reason for the change in this section of the narrative is due to:

1. The position of Literacy Assistant is no longer in the budget. Position does not need to be mentioned to coincide with budget.
2. The Program Specialist described is no longer with the program and has been replaced with a new employee. Their qualifications are described.
3. The Program no longer needs to conduct trainings on Peaceworks. The college and career readiness component has aspects of character education that the teachers are incorporating into their lessons.

This change includes: Additions Deletions Both

Narrative Language:

5.5.a Recruitment and Retention

~~The Program had challenges in being able to recruit and met the number of participants originally projected in our proposal due to the late start of the previous year. Understanding that parents would prioritize placement of their child(ren) in an afterschool setting prior to the beginning, or at the beginning, of the school year, we lost a good number of prospective participants who found alternatives to our program.~~

5.5.b Student Program Activities

PBL activities will incorporate the Florida Standards and be used to meet the objectives of the Academic Achievers Program and will be mastered over 10 to 12 weeks with programming for 45-60 minutes three to five days a week at all proposed sites. Each PBL will include a pre/post assessment and will culminate with a presentation by the students for the parents at a quarterly Family Education Night (FEN). ~~Presentations will consist of various modes of technology including video, computer, and applications, and will include state of the art software such as Prezi. All of the PBLs will be provided~~

by PCS Edventures. Presentations will consist of hands-on, interactive, educational materials from MindWorks that engage students in multi-sensory learning experiences. The technology component will be provided by video/ cameras from PCS Edventures.

Participation in Academic Achievers will enable students to take college preparation courses such as the PERT (Postsecondary Education Readiness Test). This is an opportunity which is rarely afforded to students in this community and will help bridge the gap between potential and achievement post high school graduation. The college test preparation courses will assist students in preparation of the PERT test, and if passed, will allow the participating students to enroll in dual enrollment classes through the day school. Academic Achievers will work with Miami Dade College to provide the college test preparation courses opportunities to program participants twice a week for 8 weeks. Participation in college and career readiness workshops will provide students the opportunity to practice and learn essential skills needed in college and the workplace after graduation. The workshops will be offered to all program participants to ensure that every student has the ability to gain knowledge and bridge the gap between potential and achievement post graduation. All workshops will be teacher created with a pre and post test and cover areas such as how to create a resume, interview skills, workplace etiquette and how to apply for college. All lessons will incorporate a component of character education and how it relates to real world scenarios. The workshops will be offered once a week for 10 weeks. Additional activities will be implemented at all sites throughout the school year. Thirty minutes of homework assistance, provided by tutors and certified teachers, will be offered daily. Thirty minutes of character education taught by program staff through PeaceWorks will be provided weekly. SPARK fitness activities will be implemented by program recreational staff 3 to 5 days a week. Enrichment activities will be offered based on the interest of participants.

5.5.d Staffing Plan and Professional Development

The 21st CLCC project will be supervised by the Director of Education of Community Services and by Department Supervisor Sharon Dzedzic, a position which requires a bachelor or master's degree. The Academic Achievers Program will be administered by a full time Project Director with education and/or significant experience and be assisted by part time Center Director who has a 40-hour child care certification certificate. Each site will have a part time camp director who is directly responsible for the daily program implementation and is assisted by part time counselors, tutors, and recreation leaders, all positions which require a high school diploma. A literacy assistant provides clerical support for the program and will also assist in direct services as a floating staff person. Certified teachers lead all academic activities. Inclusion Aides are contracted if needed to support the inclusion of children with disabilities. Enrichment activities are offered in conjunction with contract providers who specialize in math and science enrichment, fitness and sports activities, arts enrichment, and nutrition education. The City welcomes volunteers who are over 18 years of age, who have been cleared with a background check, and who receive approval from City Administration through an established process to volunteer in City programs and facilities. In the program, volunteers would be used to support enrichment activities including in the arts, sports, and during Family Education Nights.

Academic Achievers will receive administrative support, to include all invoice tracking, budgeting, revisions, and reporting for the 21st CCLC and overseeing data entry associated with these areas, from ~~Quentin Webb, Program Specialist, who has worked for the City of Hialeah for thirteen years. He holds a Bachelor's degree in Public Administration from Florida International University.~~ Meghan Martinez, Program Specialist, who has worked for the the City of Hialeah for 10 years. She holds a Bachelor's degree in English, a minor in Communications, and a Professional and Public Writing Certification.

Ensuring all staff understand program goals and have the requisite knowledge and skills to support student learning is critical to the Program's success. Therefore, planned, differentiated professional development is embedded into the program. Certified teachers, though knowledgeable in their disciplines, may need support in teaching in an afterschool or summer program. Print, web-based, and video resources from the *Afterschool Training Toolkit for 21st Century Community Learning Centers* will serve as a source of ideas for lesson implementation in literacy, math, and science; provide myriad resources to support instruction throughout the year; and be an initial professional development experience for teachers, tutors, and other staff on a variety of instructional strategies and afterschool organizational approaches. Tutors and teachers may avail themselves of the tutorials located online and on the web. Counselors, tutors, and teachers will receive training via the self-directed web-based workshops provided by 21st CCLCs You for Youth Online Professional Learning and Technical Assistance program. Counselors and tutors will be provided with professional development sessions addressing a variety of homework assistance and behavior management approaches. Teachers, counselors and tutors will participate in a project based workshop series. Site directors, counselors, and recreational leaders will attend ~~training on PeaceWorks and recreational leaders will receive~~ SPARK trainings. All new and returning program staff will attend orientation sessions and will have the opportunity to receive CPR training. If funded, we will send

the Project Director and other key staff to the Florida 21st CCLC State Conference; program and administrative staff will also participate in FLDOE Grant Fiscal Management Training.

Reason(s) for the change:

Continuing Improvement 17-18

5.1 Project Abstract or Summary- The reason for the change in the narrative section is due to:

1: The narrative has been corrected to reflect the current amount of awarded students to be served at each of the sites. The change is reflected as serving 40 students to 57 at HEA for the afterschool period and serving 70 students to 76 at JMMA for afterschool. Additionally, wording has been changed for the summer program to a revise the amount of students served from 70 to 66 students and from 40 to 36 students at JMMA.

5.5b Student Program Activities- The reason for the change in the narrative section is due to:

1: The teachers of the program would like to extend the MindWorks curriculum PBL from 10-12 weeks to 12-15 weeks. Teachers feel that it would be beneficial for the participants to have extended time to complete projects and activities. The curriculum is robust in nature and has many activities that given the current time frame are not able to be covered.

5.5d Staffing Plan and Professional Development- The reason for the change in this section of the narrative is due to:

1: The position of the Center Director is now a full time position split between each 21st CCLC grant.

2: The Program Specialist described is no longer with the program and a new employee will be hired within the beginning of the program. Qualifications are listed.

This change includes: Additions Deletions Both

Narrative Language:

5.1 Project Abstract or Summary

The City of Hialeah's Academic Achievers program provides academic and enriching services to students in grades 6th-12th in two Title I Schools, José Martí MAST Academy (JMMA) and the City of Hialeah Educational Academy (HEA). JMMA will operate from 2:25 p.m. - 6:05 p.m. during the afterschool serving ~~70~~ 76 students. HEA will operate from 2:35 p.m. - 6:05 p.m. during the afterschool serving ~~40~~ 57 students. During the summer, ~~70~~ 66 students (30 from HEA and ~~40~~ 36 from JMMA) will be served at HEA from 7:30 a.m. to 6:30 p.m. The goals and objectives outlined are stimulating and interesting and will give students ample opportunities to enhance their knowledge and skills. Ultimately, the myriad of experiences students and their families will have by participating in the Program will encourage them to become confident, productive lifelong learners.

5.5.b Student Program Activities

PBL activities will incorporate the Florida Standards and be used to meet the objectives of the Academic Achievers Program and will be mastered over ~~10 to 12 weeks~~ 12-15 weeks with programming for 45-60 minutes three to five days a week at all proposed sites. Each PBL will include a pre/post assessment and will culminate with a presentation by the students for the parents at a quarterly Family Education Night (FEN). Presentations will consist of hands-on, interactive, educational materials from MindWorks that engage students in multi-sensory learning experiences. The technology component will be provided by video/ cameras from PCS Edventures.

Participation in college and career readiness workshops will provide students the opportunity to practice and learn essential skills needed in college and the workplace after graduation. The workshops will be offered to all program participants to ensure that every student has the ability to gain knowledge and bridge the gap between potential and achievement post graduation. All workshops will be teacher created with a pre and post test and cover areas such as how to create a resume, interview skills, workplace etiquette and how to apply for college. All lessons will incorporate a component of character education and how it relates to real world scenarios. The workshops will be offered once a week for 10 weeks. Additional activities will be implemented at all sites throughout the school year. Thirty minutes of

homework assistance, provided by tutors and certified teachers, will be offered daily. SPARK fitness activities will be implemented by program recreational staff 3 to 5 days a week. Enrichment activities will be offered based on the interest of participants.

5.5.d Staffing Plan and Professional Development

The 21st CLCC project will be supervised by the Director of Education of Community Services and by Department Supervisor Sharon Dziedzic, a position which requires a bachelor or master's degree. The Academic Achievers Program will be administered by a full time Project Director with education and/or significant experience and be assisted by a ~~part time~~ full time Center Director who has a 40-hour child care certification certificate. Each site will have a part time camp director who is directly responsible for the daily program implementation and is assisted by part time counselors, tutors, and recreation leaders, all positions which require a high school diploma. Certified teachers lead all academic activities. Inclusion Aides are contracted if needed to support the inclusion of children with disabilities. Enrichment activities are offered in conjunction with contract providers who specialize in math and science enrichment, fitness and sports activities, arts enrichment, and nutrition education. The City welcomes volunteers who are over 18 years of age, who have been cleared with a background check, and who receive approval from City Administration through an established process to volunteer in City programs and facilities. In the program, volunteers would be used to support enrichment activities including in the arts, sports, and during Family Education Nights.

Academic Achievers will receive administrative support, to include all invoice tracking, budgeting, revisions, and reporting for the 21st CCLC and overseeing data entry associated with these areas, ~~from Meghan Martinez, Program Specialist, who has worked for the the City of Hialeah for 10 years. She holds a Bachelor's degree in English, a minor in Communications, and a Professional and Public Writing Certification. a Program Specialist III who will be determined at the beginning the program year. This position will require the applicant to have at least (2) years of college work from an accredited school/institution or a Bachelor's degree (emphasis in Accounting, Public Administration, Business Management, or Education preferred) and three (3) years of recent progressive program or grant administration or grants auditing experience or a background in financial analysis.~~

Ensuring all staff understand program goals and have the requisite knowledge and skills to support student learning is critical to the Program's success. Therefore, planned, differentiated professional development is embedded into the program. Certified teachers, though knowledgeable in their disciplines, may need support in teaching in an afterschool or summer program. Print, web-based, and video resources from the Afterschool Training Toolkit for 21st Century Community Learning Centers will serve as a source of ideas for lesson implementation in literacy, math, and science; provide myriad resources to support instruction throughout the year; and be an initial professional development experience for teachers, tutors, and other staff on a variety of instructional strategies and afterschool organizational approaches. Tutors and teachers may avail themselves of the tutorials located online and on the web. Counselors, tutors, and teachers will receive training via the self-directed web-based workshops provided by 21st CCLCs You for Youth Online Professional Learning and Technical Assistance program. Counselors and tutors will be provided with professional development sessions addressing a variety of homework assistance and behavior management approaches. Teachers, counselors and tutors will participate in a project based workshop series. Site directors, counselors, and recreational leaders will attend SPARK trainings. All new and returning program staff will attend orientation sessions and will have the opportunity to receive CPR training. If funded, we will send the Project Director and other key staff to the Florida 21st CCLC State Conference; program and administrative staff will also participate in FLDOE Grant Fiscal Management Training.

Reason(s) for the change:

Continuing Improvement 18-19

5.5b Student Program Activities- The reason for the change in the narrative section is due to:

1: the program is allowing the participants time to use the i-Ready curriculum this will allow for differentiated instruction via online program to cater to the students' area of academic needs. Teachers will be scheduled to provide assistance to participants during this time.

2: the program removed Miami Dade College and Florida National College from the partner table because in CI 16-17 it was removed.

5.5d Staffing Plan and Professional Development- The reason for the change in this section of the narrative is due to:
1: The Program Specialist described is no longer with the program and a new employee will be hired within the beginning of the program. Qualifications are listed.

This change includes: Additions ~~Deletions~~ Both

Narrative Language:

5.5.b Student Program Activities

PBL activities will incorporate the Florida Standards and be used to meet the objectives of the Academic Achievers Program and will be mastered over 12-15 weeks with programming for 45-60 minutes three to five days a week at all proposed sites. Each PBL will include a pre/post assessment and will culminate with a presentation by the students for the parents at a quarterly Family Education Night (FEN). Presentations will consist of hands-on, interactive, educational materials from MindWorks that engage students in multi-sensory learning experiences. The technology component will be provided by video/ cameras from PCS Edventures.

Participation in college and career readiness workshops will provide students the opportunity to practice and learn essential skills needed in college and the workplace after graduation. The workshops will be offered to all program participants to ensure that every student has the ability to gain knowledge and bridge the gap between potential and achievement post graduation. All workshops will be teacher created with a pre and post test and cover areas such as how to create a resume, interview skills, workplace etiquette and how to apply for college. All lessons will incorporate a component of character education and how it relates to real world scenarios. The workshops will be offered once a week for 10 weeks.

Additional activities will be implemented at all sites throughout the school year. Thirty minutes of homework assistance, provided by tutors and certified teachers, will be offered daily. Twice a week participants will have i-Ready tutoring time incorporated during scheduled homework assistance to allow for differentiated instruction provided via online and teachers will provide assistance. SPARK fitness activities will be implemented by program recreational staff 3 to 5 days a week. Enrichment activities will be offered based on the interest of participants.

5.5.d Staffing Plan and Professional Development

The 21st CLCC project will be supervised by the Director of Education of Community Services and by Department Supervisor Sharon Dzedzic, a position which requires a bachelor or master's degree. The Academic Achievers Program will be administered by a full time Project Director with education and/or significant experience and be assisted by a full time Center Director who has a 40-hour child care certification certificate. Each site will have a part time camp director who is directly responsible for the daily program implementation and is assisted by part time counselors, tutors, and recreation leaders, all positions which require a high school diploma. Certified teachers lead all academic activities. Inclusion Aides are contracted if needed to support the inclusion of children with disabilities. Enrichment activities are offered in conjunction with contract providers who specialize in math and science enrichment, fitness and sports activities, arts enrichment, and nutrition education. The City welcomes volunteers who are over 18 years of age, who have been cleared with a background check, and who receive approval from City Administration through an established process to volunteer in City programs and facilities. In the program, volunteers would be used to support enrichment activities including in the arts, sports, and during Family Education Nights.

Academic Achievers will receive administrative support, to include all invoice tracking, budgeting, revisions, and reporting for the 21st CCLC and overseeing data entry associated with these areas, this position will require the applicant to have at least (2) years of college work from an accredited school/institution or a Bachelor's degree (emphasis in Accounting, Public Administration, Business Management, or Education preferred) and three (3) years of recent progressive program or grant administration or grants auditing experience or a background in financial analysis. , from Jesus Diaz, Program Specialist III, a new hire. He holds an MBA in Accounting and BA in Economics. Ensuring all staff understand program goals and have the requisite knowledge and skills to support student learning is critical to the Program's success. Therefore, planned, differentiated professional development is embedded into the program. Certified teachers, though knowledgeable in their disciplines, may need support in teaching in an afterschool or summer program. Print, web-based, and video resources from the Afterschool Training Toolkit for 21st Century Community Learning Centers will serve as a source of ideas for lesson implementation in literacy, math, and science; provide myriad resources to support instruction throughout the year; and be an initial professional development experience for teachers, tutors, and other staff on a

variety of instructional strategies and afterschool organizational approaches. Tutors and teachers may avail themselves of the tutorials located online and on the web. Counselors, tutors, and teachers will receive training via the self-directed web-based workshops provided by 21st CCLCs You for Youth Online Professional Learning and Technical Assistance program. Counselors and tutors will be provided with professional development sessions addressing a variety of homework assistance and behavior management approaches. Teachers, counselors and tutors will participate in a project based workshop series. Site directors, counselors, and recreational leaders will attend SPARK trainings. All new and returning program staff will attend orientation sessions and will have the opportunity to receive CPR training. If funded, we will send the Project Director and other key staff to the Florida 21st CCLC State Conference; program and administrative staff will also participate in FLDOE Grant Fiscal Management Training.

Underscore reflects additions to the 2017-18 narrative.

~~Cross-out~~ reflects deletion of language in the 2017-18 narrative.