**Cornell School District**

**Cornell Elementary School**

**21st Century Community Learning Centers Program**

**Site Monitoring Report**

**November 2018**

**Findings**

The self-assessments and related interviews and observations conducted by the reviewers focused on the areas of recruitment and participation, collaboration, program quality and services, and program results. The key findings are organized here into strengths, areas for improvement, and directives for corrective action.

**Strengths**

* Staffing
	+ Mrs. Blaisdell is organized and truly understands the purpose of a CLC and demonstrates a commitment to continuous improvement. She continually seeks additional community partnerships/financial support.
	+ Program provides employment opportunities for qualified high school students.
	+ Several staff members have been with the CLC since the inception of the CLC 15 years ago.
* There are seamless opportunities for services for students and families.
* Focus on project-based activities allows students time with hands-on learning.
* Program staff members are actively connecting to academic standards.
* Staff members are given flex time hours per month to develop plans.
* Creation of 501(c)(3) non-profit agency enables the CLC to generate additional funding.
* Based on the number of partnerships, there is a strong connection to the community.
* Focus on service learning allows for program visibility and popularity within the community.
* A daily amount of time dedicated to character education allows for social-emotional growth.
* The mutually beneficial partnership with the Senior Care Center builds intergenerational relationships and teaches the students empathy.
* The coordinator examines student data to track CLC students’ academic progress.
* Teachers use space and sensory objects to calm students.
* The CLC has a great presence of programming throughout the building by having available and using, multiple bulletin boards throughout the building.
* Meetings with small groups of students to provide input on programming (Voice Committee) gives student voice to the program.
* Use of technology (via Google) for staff meetings and feedback allows for continuous discussion and improvement.

**Recommendations for Improvement**

* Recruitment process: prior opening enrollment to the entire school population, identify the students with the greatest need of support and target those students for enrollment. Allow for enrollment in the program throughout the school year, particularly targeting the transient students that may be in need of services.
* Consider other methods to generate staff that could provide consistency throughout the week.
* Consider adding a Friday program to meet parental need for services.
* Consider altering the current schedule to meet the developmental needs of the students (i.e. allow for physical activity at beginning of program, particularly for the younger students).
* Formalize the staff evaluation process allowing for observations that provide feedback to staff.
* Develop a transportation plan where students do not have to wait for the second bus route. The current model leaves some students waiting for transportation home nearly 45 minutes after programing has concluded.
* Formalize volunteer opportunities for middle school students that provides a pathway for potential employment in the program as a high school student.
* Consider expanding the sustainability plan to include access to Fund 80 and other Title funds. Currently the program is largely reliant on CLC grant funds, which are expiring this year.

**Corrective Action**

All program requirements at Cornell Elementary School’s CLC are currently being met. As a result, there are no directives for corrective action.

**Conclusion**

The department is extremely pleased with the program quality, and the impact that the program is having on students and their families. Much credit should go to the CLC coordinator, Jenny Blaisdell. The district can be proud of its accomplishments to date and should embrace the items jointly identified for improvement as a means for providing an even higher level of service.