

Subgrantee Deliverables Calendar for 21st Century Community Learning Centers Academic Year 2022 - 2023 (FY23) FALL SEMESTER

September 2022				
M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16 16
19	20	21	22	23
26	27	28	29	30

October 2022				
M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

November 2022				
M	TU	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

December 2022				
M	TU	W	TH	F
		1	1	2
5	6	7	8	9
12	13	14	15	16 16
19	20	21	22	23
26	27	28	29	30

Item	Timeline	Additional details
EZReports Set-Up & Learning Center Program Profile	Three weeks after program start date	Subgrantee and learning center FY23 information entered into EZReports (Use the EZReports Set-Up Checklist to ensure completion.) Complete Learning Center Program Profile
Attendance	At least twice a month with the exception of holidays	All attendance should be reviewed and submitted in EZReports
Director Call/QMC	Monthly	Program Director to check-in with QMC to discuss program quality (safety, attendance, instructional strategies, grades, etc.) and action plan progress.
State Webinar	September 13, 2022	Beginning of Year Deliverables
Program Launch Review	September 16, 2022	Program Launch documents should be completed and shared with QMC for review Program Assurance Forms Family Handbook(s)/Rubric(s) & Team Member Handbook(s)/Rubric(s)
Fall into Place	October 17 - 20, 2022	21 st CCLC Pre-Conference (10/17) Fall into Place Conference: Virtual (10/18-10/20)
Goal Setting/Action Plan	Prior to QMC Fall Visit	Learning Center(s) CQI Goal Setting/Action Plan to be completed prior to QMC Fall Site Visit. Reference FY22 CQI Summary
QMC Fall Monitoring Visit	October - November	QMC Site visit to second year programs to provide technical assistance on EZ Reports, review Action Plan and conduct joint observation at one learning center with director
NMDOE Survey Grade1-5	November 1, 2022	NMDOE survey link opens for Summer/Fall Sessions
Site Surveys Open	November 1, 2022	Site Family Member, Students & Team Member survey links open
State Webinar	November 15, 2022	Data Deliverables Discussion
Academic Data	December 9, 2022	First quarter grades or first trimester grades uploaded in EZ Reports
Director Site Visits	December 16, 2022	Directors' Site Visit Reports Completed & Uploaded in EZ Reports

Subgrantee Deliverables Calendar for 21st Century Community Learning Centers Academic Year 2022 - 2023 (FY23) SPRING SEMESTER

January 2023				
M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

February 2023				
M	TU	W	TH	F
30	31	1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24

March 2023				
M	TU	W	TH	F
27	28	1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	28	30	31

April 2023				
M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

May 2023				
M	TU	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

June 2023				
M	TU	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Item	Timeline	Additional details
Attendance	At least twice a month with the exception of holidays	All attendance should be reviewed and submitted in EZReports
Director Call/QMC	Monthly	Program Director to check-in with QMC to discuss program quality (safety, attendance, instructional strategies, grades, etc.) and action plan progress.
NMDOE Survey Grade1-5	January 2, 2023	NMDOE survey link closes for Summer/Fall Sessions
Academic Data	February 3, 2023	Second quarter grades uploaded in EZ Reports
Site Surveys Close	March 3, 2023	Site Family Member, Students & Team Member survey links close
Spring Documents	March 13, 2023	Documents should be completed and shared with QMC for review Action Plan/Goals Update & Program Partnership Documentation <i>*Exception will be made for Learning Centers on trimester grading schedule</i>
State Webinar	March 14, 2023	State of the State Updates
QMC Spring Monitoring Visit	March-April	Fidelity of implementation - Review Action Plan and Progress toward strategies-discuss recommendations for program improvement. Conduct joint observation at one learning center with QMC.
Academic Data	March 24, 2023	Third quarter grades or second trimester grades uploaded in EZ Reports
NMDOE Survey Grade1-5	March 27, 2023	NMDOE survey link opens for Spring Semester
State Webinar	April 11, 2023	FY24 Planning for Successful Launch
State Webinar	May 09, 2023	End of FY23 Deliverables and Reflection
Director Site Visits	May 19, 2023	Completed by program director or designee
Spring Documentation	May 26, 2022	Complete the following documents and submit to QMC for review: FY23 CQI Action Plan Summary/QMC Review, Sustainability Plan & Inventory
NMDOE Survey Closes	June 2, 2023	NMDOE survey link closes for Spring Session
Academic Data	June 9, 2023	Fourth quarter grades or third trimester grades uploaded in EZ Reports