

## Subgrantee Deliverables Calendar for 21<sup>st</sup> Century Community Learning Centers Academic Year 2024- 2025 (FY25) FALL SEMESTER

September 2023				
M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20 20
23	24	25	26	27
30				

October 2023				
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	31	

November 2023				
M	TU	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
16	17	18	19	20
25	26	27	28	29

December 2023				
M	TU	W	TH	F
2	3	4	5	6
9	10	11	12	13 13
16	17	18	19	20
23	24	25	26	27
30	31			

Item	Timeline	Additional details
EZReports Set-Up & Learning Center Program Profile	Three weeks after program start date	Subgrantee and learning center FY25 information entered into EZReports (Use the EZReports Set-Up Checklist to ensure completion.)  <b>Complete Learning Center Program Profile</b>
Attendance	At least twice a month with the exception of holidays	All attendance should be reviewed and submitted in EZReports
State Webinar	(Pending)	Kick-Off FY25
Program Launch Review	November 8, 2024	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	(Pending)	21 <sup>st</sup> CCLC Pre-Conference: (1 day) Fall into Place Conference: Virtual (2days)
Goal Setting/Action Plan	Prior to QMC Fall Visit	<b>Learning Center(s) CQI Goal Setting/Action Plan to be completed prior to QMC Fall Site Visit. Reference FY24 CQI Summary</b>
QMC Fall Monitoring Visit	(Pending)	QMC Site visit to third year programs to provide technical assistance on EZ Reports, review Action Plan and conduct joint observation at one learning center with director
NMDOE Federal Survey Grade1-5	November 6, 2024	NMDOE survey link opens in EZ Reports
State Site Surveys Open	November 6, 2024	Site Family Member, Students & Team Member survey links open in EZ Reports
Academic Data	December 13, 2024	First quarter grades or first trimester grades uploaded in EZ Reports
State Webinar	December 13, 2024	End of Semester Check-In
Director Site Visits	December 20, 2024	Directors' Site Visit Reports Completed & Uploaded in EZ Reports

## Academic Year 2024 - 2025 (FY25) SPRING SEMESTER

January 2024				
M	TU	W	TH	F
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February 2024				
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

March 2024				
M	TU	W	TH	F
3	4	5	6	7
10	11	12	13	14
15	16	17	18	19
24	25	26	27	28
31				

April 2024				
M	TU	W	TH	F
	1	2	3	4
7	8	9	10	121
14	15	16	17	18
21	22	23	24	25
28	29	30		

May 2024				
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

June 2024				
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

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.
Academic Data	February 7, 2025	Second quarter grades uploaded in EZ Reports
State Webinar	February 17, 2025	Second Semester Check-In
Site State Surveys Close	March 7, 2025	Site Family Member, Students & Team Member survey links close in EZ Reports
Spring Documents	March 15, 2025	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 if needed</i>
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	April 4, 2025	Third quarter grades or second trimester grades uploaded in EZ Reports
State Webinar	May 12, 2025	FY25 Reflection and FY26 Planning for Successful Launch
Director Site Visits	May 23, 2025	Completed by program director or designee
Spring Documentation	May 30, 2025	Complete the following documents and submit to QMC for review: FY25 CQI Action Plan Summary/QMC Review, Sustainability Plan & Inventory
NMDOE Federal Survey Closes	June 6, 2025	NMDOE survey link closes in EZ Reports
Academic Data	June 13, 2025	Fourth quarter grades or third trimester grades uploaded in EZ Reports