21st CCLC (Arizona)

Last Modified on 04/02/2025 11:48 am CDT

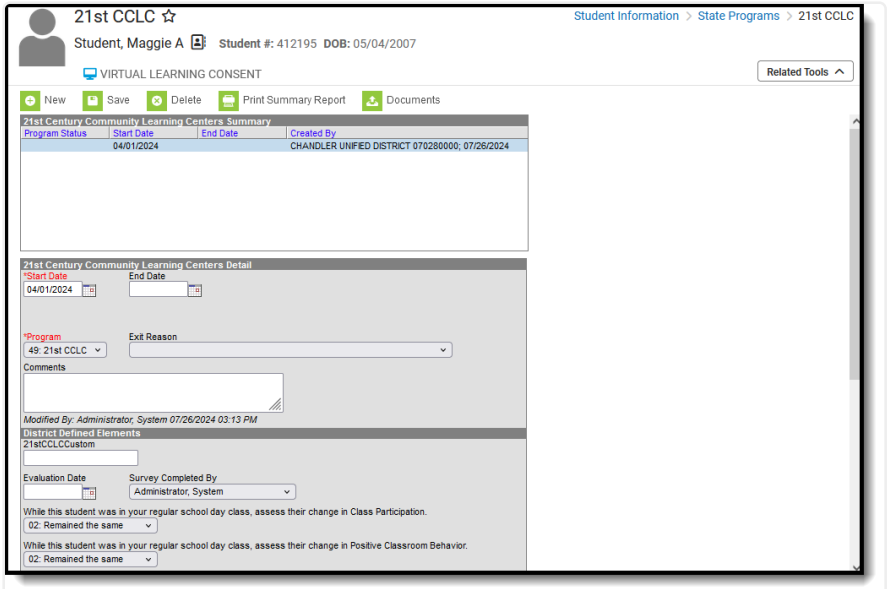
Tool Search: 21st CCLC

The 21st Century Community Learning Centers (CCLC) provide academic enrichment opportunities during non-school hours for children, especially those who attend high poverty and low performing schools. This program helps students meet state and local student standards in core academic subjects and offers enrichment activities, literacy and other educational services to families.

Information provided here details how to record 21st Century information in Campus. Always follow your district's policies when adding or modifying 21st Century information.

21st Century information is reported on the Student Program Association Ed-Fi Resource and the Student Program Attendance Events Resource. See the Arizona Ed-Fi article for more information.

CCLC Course information is reported on the 21st CCLC Summary of Classes Report.



21st CCLC Record

Calendar information, attendance preferences, course information and Ed-Fi configuration need to be done prior to enrolling students into CCLC programs. See the 21st Century Setup Information section for guidance.

21st Century Student Information

A student may participate in the 21st CCLC program sporadically throughout the year. Meaning, they might participate for a period of time in the summer, then again sometime in the school year. When this happens, individual enrollments AND 21st CCLC program records for each set of dates needs to be created.

A student who participates from July 1 to July 31, then again from September 1 to September 30, would have two enrollment records with start/end dates for June and start/end dates for September and two CCLC records with the same start/end dates for June and September.

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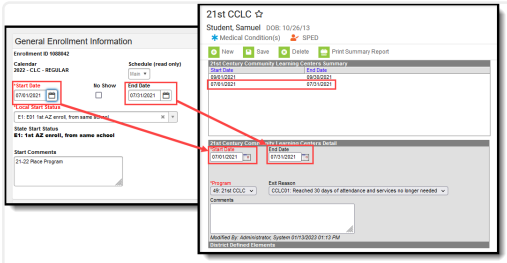
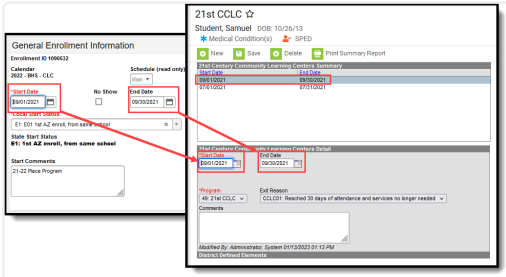


Enrollment and Program Dates July 1 to July 31



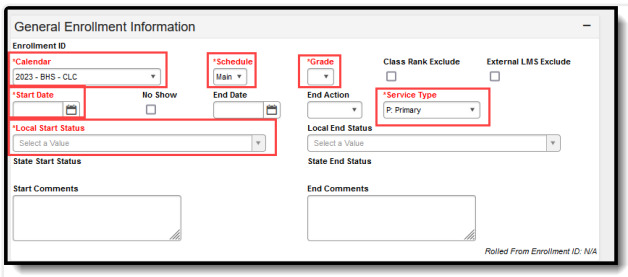
Enrollment and Program Dates September 1 to September 30

Add CCLC Enrollment

Classic View: Student Information > General > Enrollments

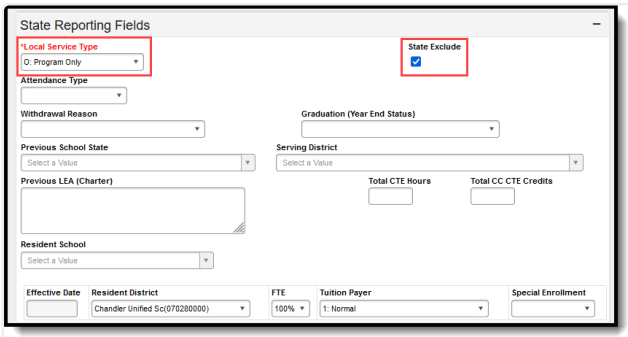
Search Terms: Enrollments

1. Verify the 21st CCLC Calendar is selected in the toolbar.
2. Click **New** to add a new enrollment. In the **General Enrollment Information** editor, enter at least the required information needed to save the enrollment:
    - Calendar
    - Schedule
    - Grade Level
    - Start Date
    - Service Type
    - Local Start Status



General Enrollment Fields for CCLC

3. In the **State Reporting Fields Editor:**
    - Set the **Local Service Type** to **O: Program Only**.
    - Mark the **State Exclude** checkbox.



State Reporting Fields for CCLC

4. Click **Save**.

Add CCLC Record for Student 21st CCLC

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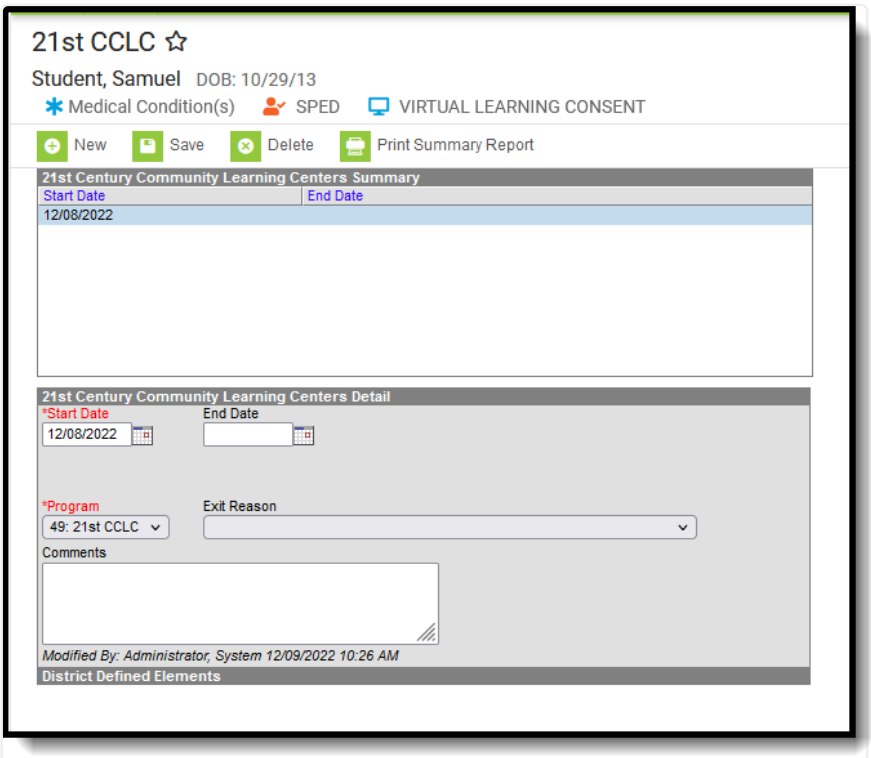
Tool Search: 21st CCLC

1. Click **New**.
2. Enter a **Start Date** - usually June 1 of the reporting year.
3. Select the appropriate **Program** for this student.
4. Enter any **Comments** needed for this record.
5. Click **Save** when finished.



CCLC Record

While only the the Start Date and Program fields are required, to ensure accurate and complete reporting, all fields need to be populated for students who participate in multiple CCLC programs throughout the year.

Schedule Student into CCLC Courses

Tool Search: Schedule

Once the enrollment record is saved for the CCLC student and a CCLC record is tied to that enrollment, the student can then be scheduled into CCLC Courses. This can be done through the Walk-In Scheduler or through the Section Roster Setup.

Add Roster Start and End Dates

Tool SEarch: Schedule

Because CCLC courses are offered for a short period of time (usually for a month), **Roster Start Date** and **Roster End Date** must be populated when a student is scheduled into the course.

Once the course is added to the student's schedule, select that course from the Schedule grid. Enter the **Start Date** and **End Date** of the course.

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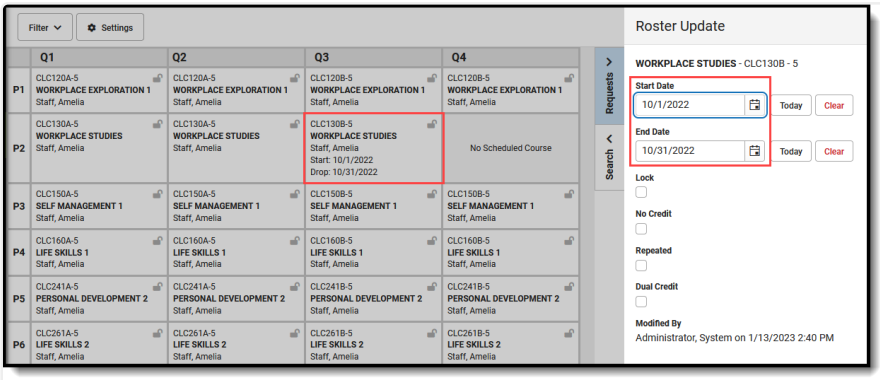
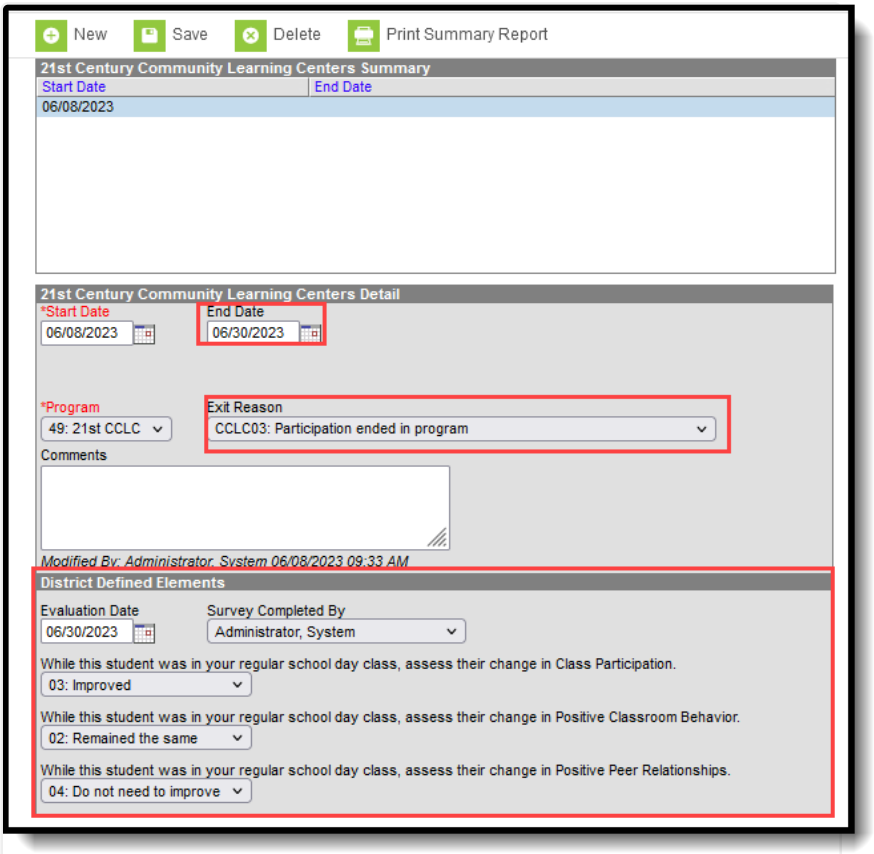


Roster Dates Added for CCLC Course

End CCLC Record for Student

Tool Search: 21st CCLC

1. Select the 21st CCLC record that needs to be ended. The 21st Century Community Learning Centers Detail editor displays.
2. Enter an **End Date** for this student that is the last day they are receiving services.
3. Enter an **Exit Reason** for the student.
4. Enter any **Comments** related to the ending of this student receiving services.
5. Enter an **Evaluation Date** for the student.
6. Verify your name is selected in the **Survey Completed By** field.
7. Answer the three survey questions listed with one of the provided answers.
8. Click **Save** when finished.



Ending a CCLC Record

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21st CCLC Field Descriptions

Start Date

Indicates the date the CCLC record began.

Click here to expand...

Database Location:

TwentyFirstCCLC.startDate

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.startDate**

Ed-Fi Resources:

Student Program Associations
Student Program Attendance Events

End Date

Indicates the date the CCLC record ended.

Click here to expand...

Database Location:

TwentyFirstCCLC.endDate

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.endDate**

Ed-Fi Resources:

Student Program Associations
Student Program Attendance Events

Program

Lists the CCLC Program in which the student participated.

Click here to expand...

Database Location:

TwentyFirstCCLC.program

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.program**

Ed-Fi Resources:

Student Program Associations
Student Program Attendance Events

Exit Reason

Lists the reason the student exited the CCLC Program.

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Click here to expand...

Code	Reason
CCLC01	Reached 30 days of attendance and services no longer needed
CCLC02	Dropped from program due to lack of attendance
CCLC03	Participation ended in program

Database Location:

TwentyFirstCCLC.exitReason

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.exitReason**

Ed-Fi Resources:

Student Program Associations
Student Program Attendance Events

Comments

Provides additional information on the CCLC record.

Click here to expand...

Database Location:

TwentyFirstCCLC.comments

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.comments**

Ed-Fi Resources:

Student Program Associations
Student Program Attendance Events

Evaluation Date

Date of when the student evaluation was observed.

Click here to expand...

Database Location:

TwentyFirstCCLC.evaluationDate

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.evaluationDate**

Ed-Fi Resources:

Not applicable

Survey Completed By

Indicates which staff person performed the student evaluation. This lists all active staff in the selected school.

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Click here to expand...

Database Location:

N/A

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.staffPersonID**

Ed-Fi Resources:

Not applicable

Class Participation

Requests an evaluation of the student for their level of class participation for the statement "While this student was in your regular school day class, assess their change in Class Participation."

Answers are limited to one of the following:

- 01: Decreased
- 02: Remained the Same
- 03: Improved
- 04: Do not need to improve

Click here to expand...

Database Location:

TwentyFirstCCLC.classParticipation

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.classParticipation**

Ed-Fi Resources:

Not applicable

Positive Classroom Behavior

Requests an evaluation of the student for their level of class participation for the statement "While this student was in your regular school day class, assess their change in Positive Peer Relationships."

Answers are limited to one of the following:

- 01: Decreased
- 02: Remained the Same
- 03: Improved
- 04: Do not need to improve

Click here to expand...

Database Location:

TwentyFirstCCLC.positiveClassroomBehavior

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.positiveClassroomBehavior**

Ed-Fi Resources:

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Not applicable

Positive Peer Relationships

Requests an evaluation of the student for their level of class participation for the statement "While this student was in your regular school day class, assess their change in Positive Peer Relationships."

Answers are limited to one of the following:

- 01: Decreased
- 02: Remained the Same
- 03: Improved
- 04: Do not need to improve

Click here to expand...

Database Location:

TwentyFirstCCLC.positivePeerRelationships

Ad hoc Inquiries:

Student > Learner > State Programs > TwentyFirstCCLC > **twentyFirstCCLC.positivePeerRelationships**

Ed-Fi Resources:

Not applicable

21st Century Setup Information

This process requires a one-time setup per school year.

Calendar Creation

Tool Search: Calendar Information

Create a separate calendar for 21st CCLC students. Use the Calendar Wizard to roll calendar information forward from the current year to the next year.

1. Enter a **Start Date** of **June 1 (06/01/20XX)** of the reporting school year. For the 23-24 school year, the start year is 2023; for the 24-25 school year, the start year is 2024. When 21st CCLC courses start in May, enter the first day in May that the state accepts data as the Start Date, which is **May 23, 20XX.**
2. Enter an **End Date** of May 30 (05/30/20XX) of the reporting school year. For the 23-24 school year, the end year is 2024; for the 24-25 school year, the end year is 2025. The Month and Day of the End Date must be ONE DAY PRIOR to the Start Date - calendars cannot be more than 365 days; for a start date of May 23, the end date would be May 22.
3. Set the **Attendance Type** to **017:Positive**.
4. Leave the **Days Per Week** field blank to ensure this calendar does not send information to the state.

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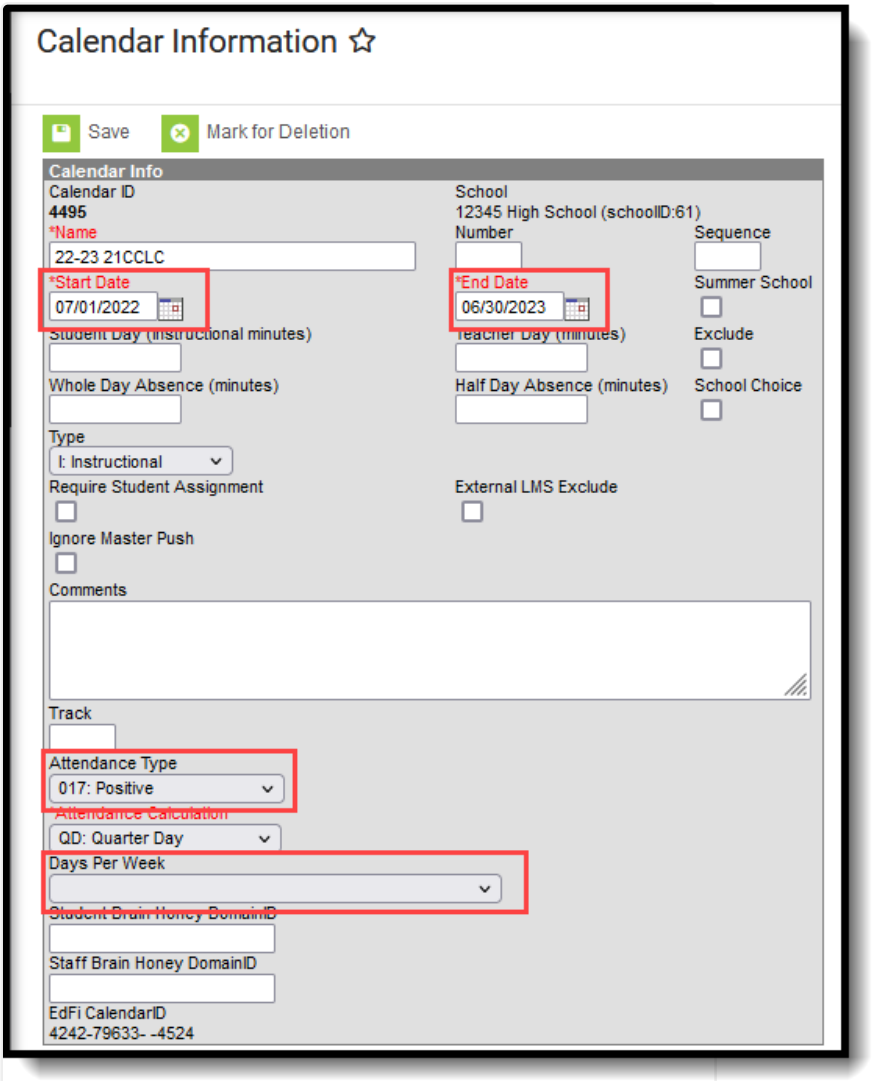

21st Century Calendar Dates

Set the Calendar Terms, Periods and Days as you would for any other calendar. Ensure that the days where attendance is recorded are marked as Attendance AND Instructional days, even during the summer months.

School Year History

Tool Search: School Information

To identify the school as a 21st CCLC learning center, mark the **21st CCLC** checkbox on the School History record.

In order to report discipline events for students at a 21st CCLC school, regardless of whether the student participates in a 21st CCLC program, this checkbox must be marked.

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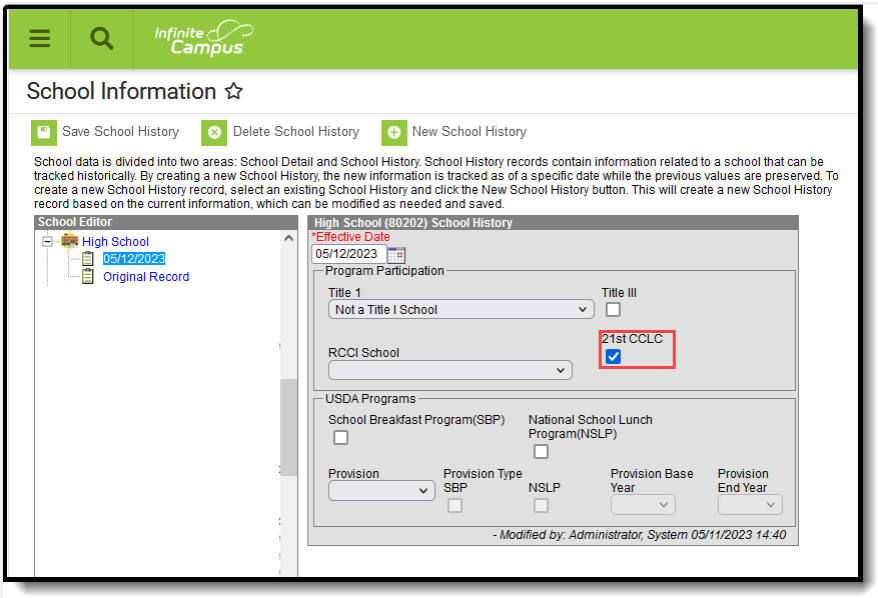


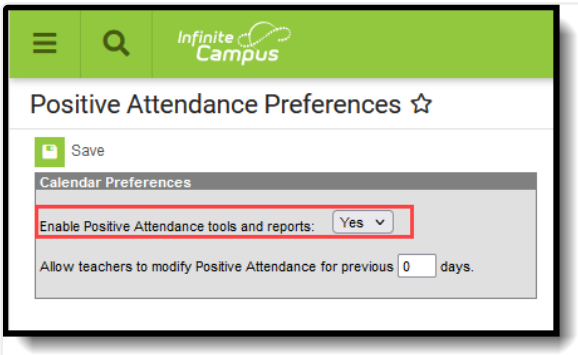
21st CCLC checkbox on School History Record

Positive Attendance Preferences

Tool Search: Positive Attendance Preferences

Attendance is sent for 21st CCLC Programs as Positive Attendance. To send this information correctly, districts need to enter attendance events for EACH day and time a student participates in the program. See the Positive Attendance article for information on recording Positive Attendance.

Since the Calendar is set to 017: Positive Attendance, set the **Enable Positive Attendance tools and reports** to **Yes** and then click **Save**.



Positive Attendance Preferences

Verify the teacher has proper tool rights to record Positive Attendance.

Course Information

Tool Search: Course Information, Course Sections

Create 21st Century courses for the calendar, or verify they exist in the calendar. When calendar attributes are

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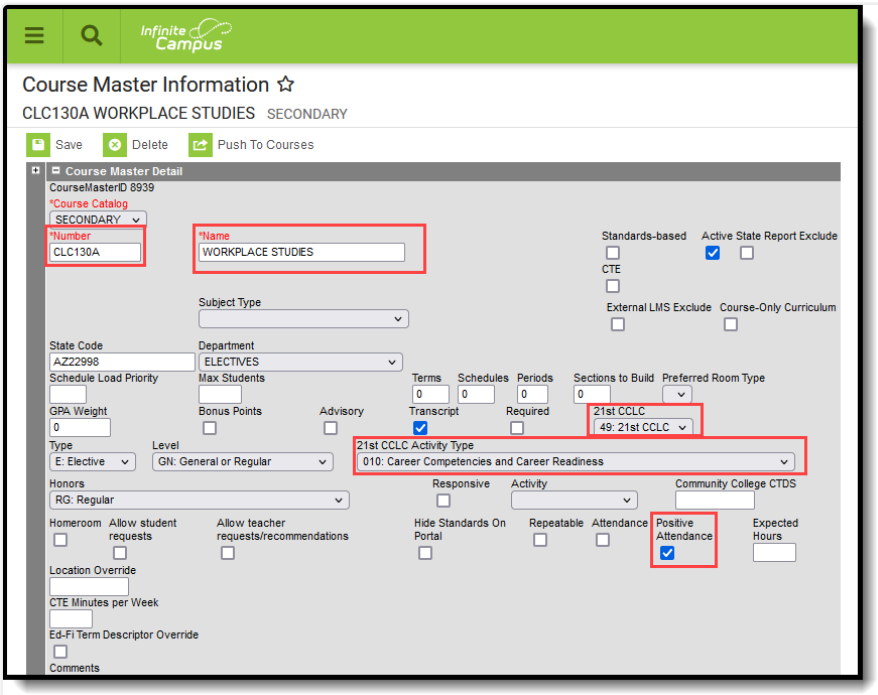
rolled forward from previous years, 21st Century courses can be marked to roll forward to the next calendars. The **Course Name** and **Course Number** should indicate it is a 21st Century course.

1. Mark the **Positive Attendance** checkboxes.
2. Select the 21st CCLC program in the **21st CCLC** field. **The values available for this field are determined by the state of Arizona and cannot be modified.**
3. Select the appropriate **21st CCLC Activity Type** for this course. See the CCLC Activity Type table for more information.



21st CCLC Course Fields

CCLC Activity Types

Click here to expand...

Code	Name	Description
001	Literacy Education	Those activities that contributed to the development of reading and language arts skills and to the enjoyment of reading. Examples: Reading tutoring, breakfast reading clubs, writing club, reader's theatre, Project LIT
002	Science, Technology, Engineering, and Mathematics, including Computer Science	Any classes that contributed to the development of science, technology, engineering, or mathematics skills, including any combined STEM classes. This includes all mathematics classes. In addition to traditional STEM classes, add the math classes you offered that align to the site's approved math objective(s). Examples: Math tutoring, coding classes, STEM club, robotics, Girls Who Code, 3D printing, Young Builders Club, gardening club

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Code	Name	Description
003	Academic Enrichment	Classes or activities that provided academic enrichment, including academic classes not categorized under Literacy Education or STEM. Examples: Mentoring, non reading/math tutoring, homework help, community service, Power Hour, Student Skills, Art History
004	Healthy and Active Lifestyle	Those activities that engage students in a physical activity and/or cultivate the appreciation of a healthy and active lifestyle. Examples: Martial arts, fitness class, cooking class, mountain bike club, yoga club, discing for kids, sports clubs, dance class, folklorico, gardening club
005	Cultural Programs	Activities or classes that contributed to enhanced understanding of culture. Examples: Cooking around the world, folklorico, foreign language, music, girls teaching girls, art history
006	Telecommunications and Technology Education	Classes that contributed to the development of telecommunication and related technology skills. Examples: E-sports, Multimedia Club, Podcast/Movie Making
007	Expanded Library Service Hours	Activities that contributed to expanded access to library resources including time and personnel. Examples: Expanded Library Ti
008	Assistance to Students who have been Truant, Suspended, or Expelled	Those activities/classes that target students with content related to truancy, suspension, expulsion. Examples: Check- Club, Leadership Club, Truancy Prevention Camp
009	Drug and Violence Prevention and Counseling	Those activities that promoted peaceful conflict resolution, that provided information about the dangers of drug use, or that provided socio-emotional counseling services. Examples: MATforce, Horse therapy, grief group
010	Career Competencies and Career Readiness	Those activities that prepare students to enroll and succeed in a credit bearing course at a post-secondary institution or a high-quality certificate program with a career pathway to future advancement. Include also classes that provide introduction to potential careers for all grade levels, career training or job prep. Examples: FAFSA prep, AP course prep, CTE classes, Mechanic certification program

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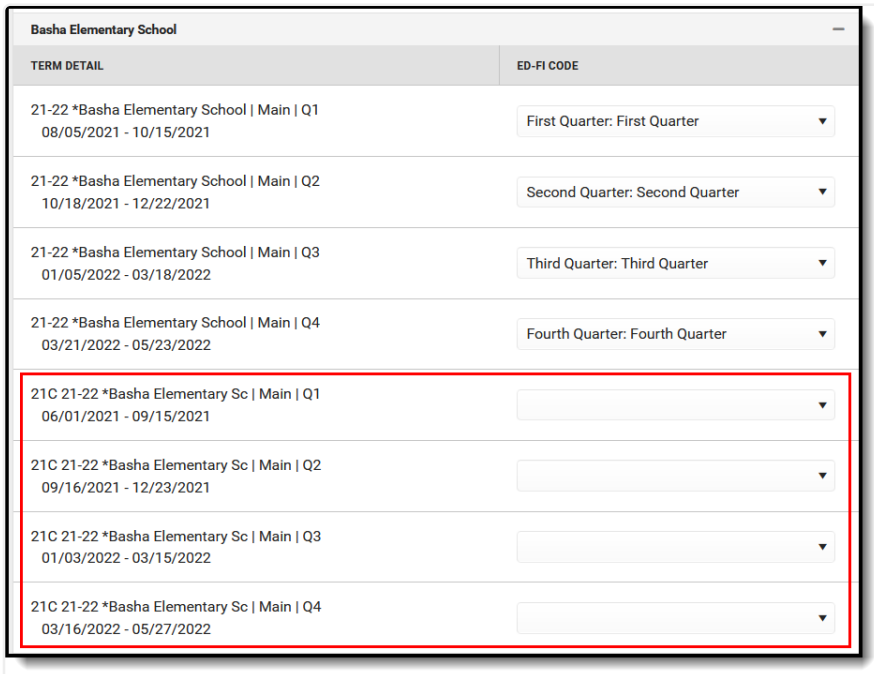
Code	Name	Description
011	Well-rounded Education Activities, including credit recovery or attainment	Courses, activities, and programming in subjects such as foreign languages, civics and government, economics, arts, history, geography, music, and any other subject with the purpose of providing all students access to an enriched curriculum and educational experience. Examples: Credit recovery or attainment, volunteerism, community service, accelerated learning, Civics, economics geography, American history, Government, community involvement, Student Council, Arts and crafts,music, entrepreneurship
012	Services for Individuals with Disabilities	Those activities designed to directly support students identified as individuals with disabilities, including students who have an IEP or 504. *Discuss with the Evaluation Specialist classes you think may fit here.*
013	Activities for English Learners	Those activities designed to directly support students classified as English learners. *Discuss with the Evaluation Specialist classes you think may fit here.*

Ed-Fi Configuration

Tool Search: Configuration

When configuring the Sessions Resource (Reporting > Ed-Fi > Configuration > Session), the**Term Detail** can be populated with the 21st CCLC Calendar, or it can be left blank. There is no impact either way to reporting sessions; as long as the Sessions Resource is set to ON, information reports.



Sessions Resource Configuration - Term Detail

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