

21st CCLC (Arizona) [.2323]

Last Modified on 03/11/2024 8:47 am CDT

You are viewing a previous version of this article. See [21st CCLC \(Arizona\)](#) for the most current information.

[21st Century Student Information](#) | [21st Century Setup Information](#)

Classic View: Student Information > Program Participation > State Programs > 21st CCLC

Search Terms: 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](#). CCLC Course information is reported on the [21st CCLC Summary of Classes Report](#).

21st CCLC ☆

Student, Samuel DOB: 10/29/13

VIRTUAL LEARNING CONSENT

21st Century Community Learning Centers Summary	
Start Date	End Date
12/08/2022	

21st Century Community Learning Centers Detail

*Start Date: 12/08/2022 End Date: []

*Program: 49: 21st CCLC Exit Reason: CCLC03: Participation ended in program

Comments: []

Modified By: Administrator, System 12/08/2022 08:22 AM

District Defined Elements

21st CCLC Record

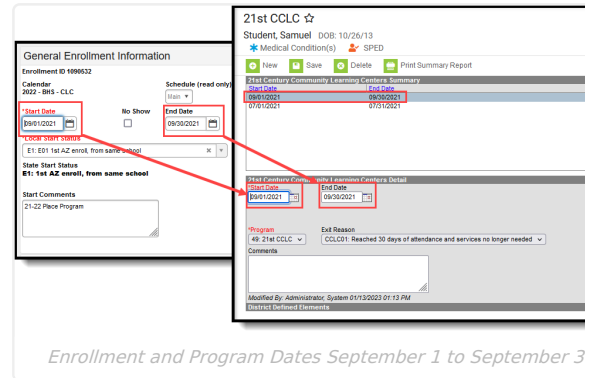
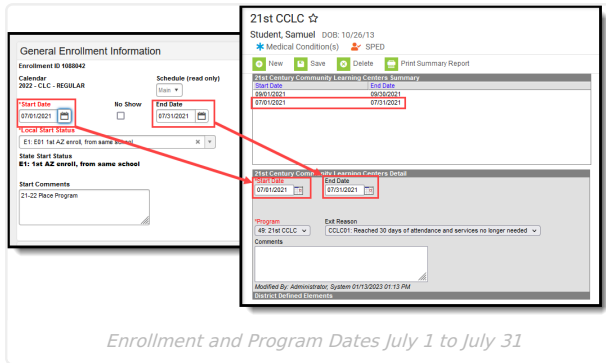
Calendar information, attendance preferences, course information and Ed-Fi configuration need to be done prior to enrolling students into CCLC programs. See the [21st Century Setup Information](#) section for guidance.

21st Century Student Information

[Add CCLC Enrollment](#) | [Add CCLC Record for Student](#) | [Schedule Student into CCLC Courses](#) | [Add Roster Start and End Dates](#)

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.

For example, 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.

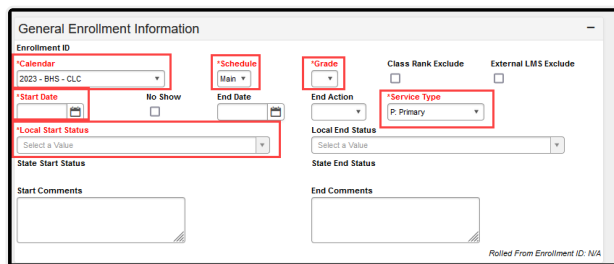


Add CCLC Enrollment

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.



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

Classic View: Student Information > Program Participation > State Programs > 21st CCLC

Search Terms: 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.

Start Date

Indicates the date the CCLC record began.

▶ [Click here to expand...](#)

End Date

Indicates the date the CCLC record ended.

▶ [Click here to expand...](#)

Program

Lists the CCLC Program in which the student participated.

▶ [Click here to expand...](#)

Exit Reason

Lists the reason the student exited the CCLC Program.

▶ [Click here to expand...](#)

Comments

Provides additional information on the CCLC record.

▶ [Click here to expand...](#)

Schedule Student into CCLC Courses

Classic View: Scheduling > Courses > Course > Section Roster Setup; Student Information > Schedule > Walk-In Scheduler

Search Terms: 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

Classic View: Student Information > Schedule > Walk-In Scheduler

Search Terms: 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.

Filter	Settings	Roster Update			
Q1	Q2	Q3	Q4		
P1 CLC120A-5 WORKPLACE EXPLORATION 1 Staff, Amelia	CLC120A-5 WORKPLACE EXPLORATION 1 Staff, Amelia	CLC120B-5 WORKPLACE EXPLORATION 1 Staff, Amelia	CLC120B-5 WORKPLACE EXPLORATION 1 Staff, Amelia	WORKPLACE STUDIES - CLC130B - 5	
P2 CLC130A-5 WORKPLACE STUDIES Staff, Amelia	CLC130A-5 WORKPLACE STUDIES Staff, Amelia	CLC130B-5 WORKPLACE STUDIES Staff, Amelia Start: 10/1/2022 Drop: 10/31/2022	No Scheduled Course	Start Date 10/1/2022	Today Clear
P3 CLC150A-5 SELF MANAGEMENT 1 Staff, Amelia	CLC150A-5 SELF MANAGEMENT 1 Staff, Amelia	CLC150B-5 SELF MANAGEMENT 1 Staff, Amelia	CLC150B-5 SELF MANAGEMENT 1 Staff, Amelia	End Date 10/31/2022	Today Clear
P4 CLC160A-5 LIFE SKILLS 1 Staff, Amelia	CLC160A-5 LIFE SKILLS 1 Staff, Amelia	CLC160B-5 LIFE SKILLS 1 Staff, Amelia	CLC160B-5 LIFE SKILLS 1 Staff, Amelia	Lock <input type="checkbox"/>	
P5 CLC241A-5 PERSONAL DEVELOPMENT 2 Staff, Amelia	CLC241A-5 PERSONAL DEVELOPMENT 2 Staff, Amelia	CLC241B-5 PERSONAL DEVELOPMENT 2 Staff, Amelia	CLC241B-5 PERSONAL DEVELOPMENT 2 Staff, Amelia	No Credit <input type="checkbox"/>	
P6 CLC261A-5 LIFE SKILLS 2 Staff, Amelia	CLC261A-5 LIFE SKILLS 2 Staff, Amelia	CLC261B-5 LIFE SKILLS 2 Staff, Amelia	CLC261B-5 LIFE SKILLS 2 Staff, Amelia	Repeated <input type="checkbox"/>	
				Dual Credit <input type="checkbox"/>	
				Modified By Administrator, System on 1/13/2023 2:40 PM	

Roster Dates Added for CCLC Course

21st Century Setup Information

[Calendar Creation](#) | [School Year History](#) | [Positive Attendance Preferences](#) | [Course Information](#) | [Ed-Fi Configuration](#)

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

Calendar Creation

Classic View: System Administration > Calendar > Calendar > Calendar

Search Terms: Calendar

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.

Calendar Information ☆

Calendar Info

Calendar ID 4495	School 12345 High School (schoolID:61)	Sequence <input type="text"/>
*Name 22-23 21CCLC	Number <input type="text"/>	Summer School <input type="checkbox"/>
*Start Date 07/01/2022	*End Date 06/30/2023	Exclude <input type="checkbox"/>
Student Day (instructional minutes) <input type="text"/>	Teacher Day (minutes) <input type="text"/>	School Choice <input type="checkbox"/>
Whole Day Absence (minutes) <input type="text"/>	Half Day Absence (minutes) <input type="text"/>	
Type I: Instructional	External LMS Exclude <input type="checkbox"/>	
Require Student Assignment <input type="checkbox"/>		
Ignore Master Push <input type="checkbox"/>		
Comments <div style="border: 1px solid #ccc; height: 40px;"></div>		
Track <input type="text"/>		
Attendance Type 017: Positive	Attendance Calculation QD: Quarter Day	
Days Per Week <input type="text"/>	Student Brain Honey DomainID <input type="text"/>	
	Staff Brain Honey DomainID <input type="text"/>	
EdFi CalendarID 4242-79633--4524		

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.

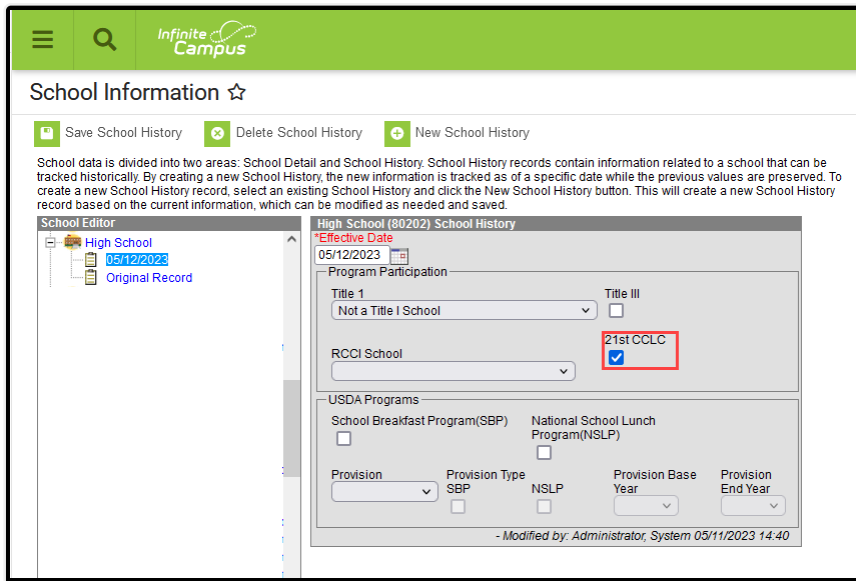
School Year History

Classic View: System Administration > Resources > School > School History

Search Terms: School

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.



21st CCLC checkbox on School History Record

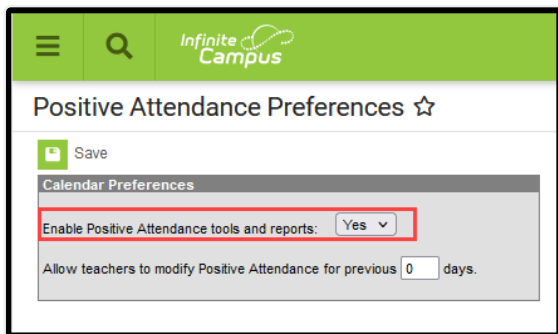
Positive Attendance Preferences

Classic View: System Administration > Attendance > Positive Attendance Preferences

Search Terms: 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 **Save**.



Positive Attendance Preferences

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

Course Information

Classic View: Scheduling > Courses > Add Course, Course Information, Course Sections

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

The screenshot shows the 'Course Master Information' form for 'CLC130A WORKPLACE STUDIES'. Key fields highlighted with red boxes include:

- *Number:** CLC130A
- *Name:** WORKPLACE STUDIES
- 21st CCLC:** 49: 21st CCLC
- 21st CCLC Activity Type:** 010: Career Competencies and Career Readiness
- Positive Attendance:** Checked

21st CCLC Course Fields

CCLC Activity Types

▶ [Click here to expand...](#)

Ed-Fi Configuration

Classic View: System Administration > Ed-Fi

Search Terms: Ed-Fi

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.

Basha Elementary School	
TERM DETAIL	ED-FI CODE
21-22 *Basha Elementary School Main Q1 08/05/2021 - 10/15/2021	First Quarter: First Quarter
21-22 *Basha Elementary School Main Q2 10/18/2021 - 12/22/2021	Second Quarter: Second Quarter
21-22 *Basha Elementary School Main Q3 01/05/2022 - 03/18/2022	Third Quarter: Third Quarter
21-22 *Basha Elementary School Main Q4 03/21/2022 - 05/23/2022	Fourth Quarter: Fourth Quarter
21C 21-22 *Basha Elementary Sc Main Q1 06/01/2021 - 09/15/2021	
21C 21-22 *Basha Elementary Sc Main Q2 09/16/2021 - 12/23/2021	
21C 21-22 *Basha Elementary Sc Main Q3 01/03/2022 - 03/15/2022	
21C 21-22 *Basha Elementary Sc Main Q4 03/16/2022 - 05/27/2022	

Sessions Resource Configuration - Term Detail