

SCE&G Homework Center Quarterly Reports 2009-2010



Note: Comprehensive Remediation (CRP Scholars) Monthly Reports are due the last day of the Academic Quarter:

- **October 29, 2009**
- **January 11, 2010**
- **March 17, 2010**
- **May 28, 2010**

Instructions: Do a “save as” and give your document a new name before you begin filling out this form so that you keep an empty master of the form for your next report. Enter the requested information in the boxes provided. The boxes will expand as you type into them. Do not type into shaded areas of the form. Complete a separate monthly report form for each strategy that you direct.

	Quarter	Year
Report Period:		

Please provide the following information to identify the individual responsible for this report.

Name:		Submission Date:	
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Agency/RCS D1 Location:	Office of Extended Day Programs School Site:	Phone:	
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Please provide information regarding the quarter-end SCE&G participant **actual** Attendance number (Note: If a student has missed more than four consecutive Afterschool Program Sessions) – delete him/her from your records): We are attempting to monitor actual students who attended the program NOT students enrolled and are on your program rosters.

Please include the total amount of hours (over the entire month) that the Media Center was open during the SCE&G Program hours. (**Note:** The Deputy Superintendent is calculating this data for a year-end report to the Superintendent and School Board Commissioners.)

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Please outline for this month, the following demographic information:
(Please share information based on the actual students attending NOT based on your enrollment data).

Number of Boys	
Number of Girls	
Students by Grade-Level:	2 nd Grade –
Students by Grade-Level:	3 rd Grade –
	4 th Grade –
	5 th Grade –
Indicate the <u>number</u> of students by Race/National Origin/Ethnicity	African American Students – Asian Students – Caucasian Students – Hispanic Students – Other Students –
Number of Students Receiving Special Services (Special Education)	

Please indicate the specific date this month when your Fire Drill/Emergency Evacuation Drill was held (during the Extended Day Program)?

Part I. Narrative Assessment of Progress and Challenges

1. What major accomplishments have occurred during this report period?

2. What challenges have you encountered while implementing/managing your program during this report period?

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3. Describe any concerns or problems encountered during this report period?

4. Use the space below to provide information regarding changes in staffing?

5. Please describe any incidences that need to be reported including safety issues, disciplinary issues, etc.

Part II. In this section, please indicate any special activities, events, etc. that you have sponsored during this report period. Additionally, please indicate in this section what parental outreach activities were sponsored during this report period.

Date of Event	Description of Event	Target Audience & Number of Attendees

6. In the section below, please provide (or ATTACH), the quarterly **MAP Test Score** information for English/Language Arts and Math (ELA/Math) for each SCE&G Homework Center Participant:

7. In the section below, please provide (or ATTACH), the **quarterly Benchmark Test Score** information for English/Language Arts and Math (ELA/Math) for each SCE&G Homework Center Participant:

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8. In the section below, please provide (or ATTACH), the quarterly grade reports for the SCE&G Homework Center participants for ELA and Math:

Quarterly SCE&G Homework Center Reports should be forwarded to:

Traci Young Cooper, Director
Office of Extended Day Programs (District Mail Code #634)
Waverly Administration Building – Suite 101
1225 Oak Street
Columbia, South Carolina 29204
(803) 231-6842
Fax: (803) 231-6880