Welcome

Illinois State Board of Education

21st CCLC New Grantee and New Project Directors meeting
ISBE Staff

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ROLES AND RESPONSIBILITIES
ISBE’s Role

- Provides technical assistance to grantee
- Approves grants and continuation applications
- Ensures compliance with state law and guidance
- Conducts monitoring
- Pairs quality advisors and peer mentors with grantees
SEDL’s Role

• Technical assistance for grantees
• Assist ISBE with quality advisors
• Assist ISBE with conferences
Statewide Evaluator’s Role

Evaluates the program for the state

- ISBE
  - Grantees
  - Technical Assistance

February 28, 2013
ISBE New Grantee and New Project Director Meeting
Quality Advisor’s Role

- Reviews needs assessment
- Encourages quality programming
- Mentors grantees
Grantees’ Role

- Provide quality programming to assist students in academic achievement and assist families
- Assist schools in achieving academic status
- Follow grant as submitted
- Work with the schools in the application only
- No changes unless approved by ISBE

February 28, 2013

ISBE New Grantee and New Project Director Meeting
Administrative

Project Director = ISBE contact

Site Coordinators or Resource Coordinator

Teachers, Subcontractors and Evaluator

Front Line Staff

Grantee Org Chart

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ISBE New Grantee and New Project Director Meeting
Role of Project Director

• Contact person for the grant;
• Guarantees funds are spent appropriately
• Oversees the implementation of the grant project with fidelity
• Provides professional development to the staff
• Ensures programming is academically based
• Ensures parent involvement activities are taking place
• Works with the community to market the program
Role of Site Coordinator

• Oversees one specific site, in some cases oversees more than one site
• Follows the direction of the project director
• Assists the project director to be sure the program is in compliance;
• Coordinates the program for a specific site ensuring the students are registered, attendance is kept, data is collected, programs are in place and are academically based, students are safe
• Ensures parent involvement activities are held for the parents of the students enrolled in the program
• Collaborates and communicates with the principal of the school
Role of Front Line Staff

• Works daily with the students and parents
• Provides the academic and enrichment programs
• Ensures the safety of the children
• Assists the students to higher achievement in their studies
• Assists the site coordinator to ensure the program is in compliance
Role of Local Evaluator

- Works with the Project Director to collect data needed to evaluate the program, to provide the data needed for PPICS and fall/spring survey
- Creates an evaluation report due to ISBE by Dec. 1
- Provides recommendations for changes to the program
Additional Roles

• Co-Applicant
• Partner
• Sub Contractor