21st CCLC Required Reporting in EMAC

(Educational Monitoring, Assistance & Compliance)

Mid-Year Summer (Yrs 2 through 5) and Fall (Yrs 1 through 5) Family Engagement Review User Resource Guide

In alignment with federal 21st CCLC requirements, programs participate in periodic evaluation as part of the State Educational Agency's overall evaluation plan to assess progress toward providing high-quality academic enrichment opportunities and support services. As a component of this evaluation process, family engagement is monitored and documented continuously throughout Fall, Spring, and Summer programming to ensure accurate reporting, demonstrate program impact, and capture meaningful connections between families and the 21st CCLC program. *SEC. 4205. [20 U.S.C. 7175] LOCAL ACTIVITIES (b)MEASURES OF EFFECTIVENESS*

These reports are an outline of services and objectives stated in your APPROVED 21st CCLC application which gives staff and administration a guide to some of the most critical expectations for your program throughout each year of your grant. This document should be kept readily available with the required records.

All users responsible for submitting reports in EMAC will need to gain access to EMAC through ADE Connect. Once you have access, you will also need to be assigned to the monitoring program for 21st CCLC – **21st CCLC State Level Programmatic Reporting.**

This guide will provide you with information regarding the Mid-Year Program Progress & Family Engagement Review. Please refer to the EMAC User Guide for EMAC system information.

21st CCLC Mid-Year Program Progress & Family Engagement Review

Family Engagement Review – Due 12/31/2026 **(New Due Date)**

A completed Family Engagement Review Form includes:

1. Activity #1: Family Day
   Activity/Class Name
   a. Participants
   b. Category
   c. Term Offered
   d. Total Number of Meetings
   e. Total Minutes of Meetings
   f. Participation of Adult Family Members
2. State how this family engagement activity supports your collaboration worksheet goals. What was the impact, how was that impact measured, and what will you do differently in the Spring?

Submitting a Data Collection Task in EMAC

Once the Online Form has been completed and the schedule has been uploaded, submit the Data Collection Task by clicking the blue "Submit for Review" button located at the bottom of the Data Collection Task.

