

Name of Grant Program: Academic Support Services –
Summer Enhancement Grant

Fund Code: 625-B Summer

**EVALUATION GUIDELINES
FY2009 ACADEMIC SUPPORT SUMMER ENHANCEMENT GRANT**

District/Approved Private Special Education School/Collaborative: _____

Coordinator Name: _____ **Phone:** (____) _____ - _____ **Email:** _____

Date of submission: _____

Submission Instructions: After completing the narrative evaluation, please save it as "FY09_625B_Eval_4 digit ESE Code for District (if known)_District Name" (for example "FY09_625B_Eval_0044_Brockton") and send it via email to AcSupport@doe.mass.edu or upload it to your drop box in the security portal. Please do not mail a hard copy of the evaluation unless necessary. If you have hard copy attachments that you would like to include (news clippings, etc.), please make a note of them in your narrative evaluation and mail to: Allison (Ward) Smith; Student Support Data Specialist, Massachusetts Department of Elementary and Secondary Education, 75 Pleasant Street, Malden MA 02148-4906.

Reminder: *Individual Student Data Information* is required to be submitted through the Department's Security Portal. Directions are posted to: <http://www.doe.mass.edu/as/data/>. *Program products* are also required to be submitted via electronically (via AcSupport@doe.mass.edu) by September 30, 2009. These projects should be something that was developed through the Fund Code: 625-B funds this summer and may include a learning module or project outline that other districts can look at and learn from.

In preparing a narrative evaluation of the district's Academic Support programs, address the following areas, at a minimum.

I. FUND USE

- a. _____ Convened a Professional Learning Community (PLC) (*Please address section II below.*)
- b. _____ Increased and/or enhanced summer program services (*Please address section III below.*)

II. Professional Learning Community

Please describe the effectiveness of the process and the modules developed during that professional learning community. In particular, address how these modules will help support the curriculum and pedagogy in Academic Support to encompass grade appropriate learning standards in ELA, math, and/or science.

Please describe the piloting process and timeframe and method of implementation (e.g., 1:1, or small group).

Please describe how the product and lessons learned from the pilot will be utilized in the upcoming school year (2009-2010)?

III. Enhancement of Summer Program Services

1. Provide a brief summary of the proposed program and, in particular, focus on how this program expanded and/or enhanced summer program services for students.