

Town hall notes March 5, 2021



Focusing on the SCRIBE Snippet

Newly revised APR posted to SCRIBE

# APR Context

- The current form is the same as the 2020 APR and can be accessed at <https://www2.ed.gov/programs/gearup/performance.html>.
- Last year, the APR version was presented as a stop gap that would be used for one year.
- The form expires in August, 2022.
- Just like last year, NCCEP negotiated with the U.S. Department of Education to provide grants flexibility in reporting.



## Flexibility from ED

- Review the document from NCCEP outlining the response status for the APR questions.



### 2021 GEAR UP APR: Mandatory vs. Flexible Questions

#### Background

This document will briefly summarize the conclusions agreed upon by the U.S. Department of Education (ED) and NCCEP as to the treatment of individual questions contained in the 2021 GEAR UP Annual Performance Report (APR). Each of the APR sections and question numbers are listed below, along with the status assigned to that question, defined as:

- **Mandatory Response:** Your response to the question is required. The question was in a prior year's APR, is a slight variation of prior APR question, or is straightforward enough that it can be completed without undue burden.
- **Optional Response:** Your response is encouraged, but not required. ED is encouraging grantees to respond to their best ability, recognizing that your response may be imperfect. Grantees will also have the option to omit a response. Grantees will not be penalized for partially responding or omitting a response. In some APR tables, specific columns or rows are designated as optional.
- **Omit Response:** Your response is not required. Based on existing GEAR UP data collection and management practices, the question cannot be reliably answered in a timely fashion and ED is not expecting a response. For grantees that do want to provide a response, the web-based system will allow it. Grantees will not be penalized for partially responding or omitting a response.

#### Response Status of APR Questions

Question	Status	Question	Status	Question	Status
Cover Sheet	Mandatory	Sec. III, 5	Mandatory	Sec. V, 4	Mandatory
Sec. I, (a)	Mandatory	Sec. III, 6a	Mandatory*	Sec. V, 5	Optional/Mandatory*
Sec. I, (b)	Mandatory	Sec. III, 6b	Mandatory	Sec. V, 6	Mandatory
Sec. I, (c)	Mandatory	Sec. III, 6c	Mandatory	Sec. V, 7	Omit*
Sec. I, (d)	Mandatory	Sec. III, 6d	Optional*	Sec. V, 8	Omit*
Sec. I, (e)	Mandatory	Sec. IV, 1	Mandatory	Sec. V, 9	Mandatory
Sec. II, 1	Mandatory	Sec. IV, 2	Mandatory	Sec. V, 10	Mandatory
Sec. II, 2	Mandatory	Sec. IV, 3	Mandatory	Sec. V, 11	Mandatory
Sec. II, 3	Mandatory	Sec. IV, 4	Mandatory	Sec. V, 12	Mandatory
Sec. II, 4	Mandatory	Sec. IV, 5	Mandatory*	Sec. V, 13	Mandatory*
Sec. II, 5	Mandatory	Sec. IV, 6	Mandatory*	Sec. V, 14	Mandatory
Sec. II, 6	Mandatory	Sec. IV, 7	Mandatory	Sec. V, 15	Mandatory
Sec. III, 1	Mandatory	Sec. IV, 8	Mandatory*	Sec. VI, 1	Mandatory
Sec. III, 2	Mandatory	Sec. V, 1	Mandatory	Sec. VI, 2	Mandatory
Sec. III, 3	Mandatory	Sec. V, 2	Mandatory	Sec. VI, 3	Optional*
Sec. III, 4	Mandatory	Sec. V, 3	Mandatory	Sec. VI, 4	Optional/Mandatory*



*Xcalibur fosters understanding using data among educational professionals to empower students in becoming college and career ready.*

**Who does not have the doc (we should send the email to the following)**

Hawaii - no, please forward to [sheron79@hawaii.edu](mailto:sheron79@hawaii.edu)

Please forward to [lecoleman@ku.edu](mailto:lecoleman@ku.edu)

# SCRIBE Reports

- SCRIBE APR reports were updated on 2/26 to align with the current version of the report.
- Previous versions of SCRIBE APR reports are still available.
- Updated APR backup reports will be available on 3/12.
- SCRIBE APR reports can assist you in completing sections IV, V, and VI of the APR.



## SCRIBE Reports - Accessing Prior Versions

After selecting a version of the Section V or Section VI reports, the Version dropdown allows you to toggle between different versions of the report. Select the desired version of the report. 'GEAR UP - Current' provides the report aligned to the current version of the APR.

A screenshot of the "Report Filters" interface. The "Program Type:" dropdown is set to "GEAR UP". The "Version:" dropdown is open, showing options: "GEAR UP - Current", "GEAR UP - 2013-2016", "GEAR UP - 2017", "GEAR UP - Current" (highlighted in blue), and "GEAR UP - Prior 2013". Below the dropdown, there is a "Participants By Program(s):" section with a search bar and checkboxes for "EIP", "In Any Internally Tracked Program", and "Not In Any Program". A "NOTE:" section is also visible, stating "are programs that you track service data for within SCRIBE."

# SCRIBE Reports - Section IV

## Participants with Limited English Proficiency

In SCRIBE there are two ways to document LEP status: the ESL field and the English Language Proficiency field. Most grants document their data in only the ESL field or only the English Language Proficiency field. Therefore, select the table that aligns with the data collected by your grant.

	Unduplicated Number of GEAR UP Students		
	Is ESL	Unknown ESL	No ESL
ESL	1960	106	5333

## Participants with Individualized Education Programs (IEPs) as Required by the Individuals with Disabilities in Education Act Amendment of 1997 (IDEA)

	With IEP	Unknown IEP	No for IEP
Unduplicated Number of GEAR UP Students	1050	108	6241

## Homeless and Foster Care Students

	Unduplicated Number of GEAR UP Students		
	Yes	Unknown Status	No
GEAR UP Students who were identified as homeless	22	7350	27
GEAR UP Students who were in foster care	19	7350	30



## Updates to Report

Participants with Limited English Proficiency, Participants with IEPs, and Homeless and Foster Care Students tables have been updated to include all values: Yes, Unknown, and No.

- Use this information as a data quality check.
- If the number of unknowns is high, investigate!

# SCRIBE Reports - Section V

## FAFSA Completion

FAFSA completion is based on the FAFSA submission date in SCRIBE. Note students with a FAFSA submission date after June 30th of the selected school year are not included in this table.

Total Unduplicated Number of 12th Grade GEAR UP Student Served During the Reporting Period	Total Unduplicated Number of 12th Grade GEAR UP Students who Completed the FAFSA by June 30th of the reporting year	Total Unduplicated Number of GEAR UP Students, FAFSA Data Not Available
1050	231	819

## New Table: FAFSA Completion

- The FAFSA Completion table is populated based on students' FAFSA Submission Date from students' Demographics screens.
- The first column reflects all students with a grade level of 12 for the selected school year.
- The second column reports the number of 12th grade students with a FAFSA Submission Date before June 30th of the school year selected.
- The last column reports all students with not data in the FAFSA Submission Date field.
- Students with a FAFSA date after June 30th are not reported in the 2nd or 3rd columns of the table.



# SCRIBE Reports - Section V

## Core Activities Provided to Students

The SCRIBE services table is aligned to the former APR categories reported in the 2019 APR. It is not aligned to the 2020 and 2021 services table. The Department of Education is allowing grants to omit this table, but we suggest providing some feedback regarding services in the narrative of the APR. ED is requesting that grants include the following text in Section I of the APR, "Sec. V, Questions 7 & 8 have been modified from an APR, last used in 2019. Our project did not collect service data using these categories during the 2019-20 Academic Performance period; therefore, we are unable to report this information on this year's APR."

Type of Activity	(a) Unduplicated Number of GEAR UP Students Who Participated in the Activity	(b) Sum Total of Hours that GEAR UP Students Participated in the Activity
Supportive Services	0	0.00
Rigorous academic curricula	0	0.00
Comprehensive mentoring	27	78.25
Financial aid counseling/advising	20	21.33
Counseling/advising/academic planning/career counseling	200	526.67
College visit/college student shadowing	78	546.00
Tutoring/homework assistance	74	191.33
Job site visit/job shadowing	117	282.75
Summer programs	0	0.00
Educational field trips	0	0.00
Workshops	10	15.00
Other (please specify)	0	0.00

## No Changes: Core Activities Provided to Students

- Reporting service data (questions 7 & 8) is optional in the current version of the APR.
- However, we suggest reporting service data using the former APR categories in the narrative in section I or II.
- The service data reflects the work the grant has done and how the grant has supported its students. It's important!



# SCRIBE Reports - Section V

## Target Schools Served

Name of School	City	State	Zip Code	Type of School	Grade Levels Served	NCES ID #
Bayside Middle School	test	VA	22222		7, 8	
DeGrassi Junior High	DeGrassi	VA	56321		7, 8	
West Beverly High School	Beverly Hills	VA	90210		9, 10, 11, 12	
William McKinley High School	Fake	VA	87102		9, 10, 11, 12	

## Updated Table: Target Schools Served

- The columns have been reordered to align with the current version of the APR.
- Type of School was added to the table.
  - Grants may need to review the values for the Type of School field for each school. The data in this field was not used for anything prior to this version of the APR.
  - In SCRIBE, go to Schools > View All Schools. Click 'View' next to each school to review or edit the data.





# SCRIBE Reports - Section V

Core Activities Provided to Parents, Guardians, and Family Members			
Mark	Type of Activity	(a) Unduplicated Number of GEAR UP Students Whose Parents, Guardians, or Family Members Participated in the Activity	(b) Sum Total of Hours that GEAR UP Parents, Guardians, or Family Members Participated in the Activity
X	Workshops on college preparations/financial aid	31	44.25
	Counseling/advising	0	0.00
	College visits	0	0.00
X	Family Events	16	29.00
	Other (please specify)	0	0.00

## Updated Table: Core Activities Provided to Parents, Guardians, and Family Members

A new column called 'Mark' was added. When the value in the Unduplicated Number of GEAR UP Students Whose Parents, Guardians, or Family Members Participated in the Activity is greater than zero, an X is reported in the Mark column.



# SCRIBE Reports - Section V

## Professional Development Activities Provided to Educators

*In the APR prior to 2020, you were expected to report on the unduplicated number of educators participating in GEAR UP professional development activities as a single category, whereas this APR asks you to categorize professional development sub-categories. If you are unable to disaggregate your data by sub-categories, simply enter "GEAR UP-Sponsored Professional Development" in the "type of activity" column and report your total unduplicated headcount.*

Type of Activity	Unduplicated Number of Educators
GEAR UP-Sponsored Professional Development	0

## Updated Table: Professional Development Activities Provided to Educators

- All service data for educators is reported as GEAR UP-Sponsored Professional Development. The number of hours has been removed to align with the current version of the APR.



# SCRIBE Reports - Section VI

## Secondary Course Enrollment

Course Enrollment is based on the Standard Course and the Course Level in SCRIBE. If a course does not have a standard course of Pre-Algebra or Algebra I OR a course level of Advanced Placement, International Baccalaureate, Honors, or College Course/Dual Credit, it will not appear in this table.

Grade student was in when course was taken	Pre-Algebra or equivalent	Algebra I or equivalent	At least one rigorous class (e.g., Advanced Placement, International Baccalaureate Class, Honors Class... etc.)
9	1	4	1
10	27	774	1090
11	0	12	117
12	0	2	28
<b>TOTAL</b>	<b>28</b>	<b>792</b>	<b>1236</b>

## Updated Table: Secondary Course Enrollment

- New column: At least one rigorous class
- Xcalibur has made the decision to include dual enrollment/credit courses in this category.
- The column reports the number of unique students with enrollment or grades in at least one course with the Course Level set to Honors, Advanced Placement, International Baccalaureate, and College Course.



Question from Doug: Can you tell me why Section VI Course Enrollment, Course Completion, Successful Progress, and Advancement to Next Grade are less important in the APR. I know I can still get at that. I am just curious.

Response: This is a Dept of Ed requirement we cannot answer the why. We are making the decision to update the report to match the APR easily for you.

# SCRIBE Reports - Section VI

## Course Completion

Course Completion is based on the Standard Course and the Course Level in SCRIBE. If a course does not have a standard course of Pre-Algebra or Algebra I OR a course level of Advanced Placement, International Baccalaureate, Honors, or College Course/Dual Credit, it will not appear in this table. Completion is determined by students' grades. The corresponding grade for 'Completion' is set at the grant-level. Contact the Xcalibur team to adjust the threshold for 'Completion'.

Grade Level	Pre-Algebra or equivalent	Algebra I or equivalent	At least one rigorous class (e.g., Advanced Placement, International Baccalaureate Class, Honors Class, etc.)
9	1	3	1
10	13	635	1057
11	0	11	116
12	0	2	25
TOTAL	14	651	1199

## Updated Table: Secondary Course Completion

- New column: At least one rigorous class
- Xcalibur has made the decision to include dual enrollment/credit courses in this category.
- The column reports the number of unique students with a passing grade in at least one course with the Course Level set to Honors, Advanced Placement, International Baccalaureate, and College Course.
- For those with the credits per term configuration, 'rigorous' courses must be mapped to a standard course to be considered complete unless the grade is stored in the Final term.



# SCRIBE Reports - Section V

## Postsecondary Course Enrollment

Number of Postsecondary Students Enrolled in Postsecondary	27
Number of Postsecondary Students Enrolled in Non-Credit Bearing Remedial Course	0

## New Table: Postsecondary Course Enrollment

- The Number of Postsecondary Student Enrolled in Postsecondary row reports the number of students with the grade level postsecondary, postsecondary-freshman, or postsecondary-sophomore. All students with the aforementioned grade levels are reported in this row.
- The Number of Postsecondary Students Enrollment in Non-Credit Bearing Remedial Courses reports the number of unique students with enrollment or grades in at least one course with the Course Level set to Remedial.





# SCRIBE Reports - Section V

## Educational Progress by GEAR UP Students

The first two columns of this table—Number of Students Proficient or Above on State Assessment for English/Language Arts and Number of Students Proficient or Above on State Assessment for Math—are optional. Therefore, these columns are not included on the current SCRIBE APR reports. The last two columns of this table—Number of Student Taking the PSAT or PLAN by the end of 10th Grade and Number of Students Taking ACT or SAT Exam by the end of 11th Grade—are mandatory. The numbers provided in the table below reflect the number of students with test scores that are mapped to either the PSAT, PLAN, ACT Aspire Standardized Test Type or the SAT or ACT Standardized Test Type. Note that when students have test scores for a school year in which they do not have enrollment, the grade level tested is unknown. In this situation, the students will not be counted in the table unless they have other standardized test scores for years they are enrolled in SCRIBE that meet the grade level conditions.

Current Grade	Number of Students Taking the PSAT or PLAN by the end of the 10th Grade	Number of Students Taking ACT or SAT Exam by the end of the 11th Grade
7	0	1
8	16	0
9	283	0
10	946	1
11	988	21
12	887	1219
Post-Secondary - Freshman	11	26
<b>TOTAL</b>	<b>3131</b>	<b>1268</b>

**NOTE:** Number of enrolled students who have taken Standardized Test but whose grade level when they took the test cannot be determined: 10 students took PSAT or PLAN, and 4 students took ACT or SAT.

## New Table: Educational Progress by GEAR UP Students

- This table replaces the Section VI - Student Progress by Standardized Test.
- The table reports the number of students with scores on standardized tests mapped to the following Standardized Test Types:
  - PSAT, PLAN, ACT Aspire
  - ACT or SAT
- Students with test dates during school years without enrollment are reported in the note below the table because the grade level tested cannot be calculated.



# SCRIBE Reports - APR Backup Reports

- APR Backup Reports will be available in SCRIBE on 3/12/2021.
  - Reports > APR Backup Reports
- The APR Backup Reports provide lists of all students that indicate how they are reported in the APR tables.
- Use these reports to check the data to make sure they are behaving as expected.



Doug Question: I thought postsecondary course enrollment by Freshmen is confidential. Do you suggest we ask them by a survey or texting platform?

Answer: Some grants are able to get this data from institutions. This seems like an institution/grant level

Leihuanani: Our students are freshmen now. What about students that transfer out of the program but that they still serve.

Answer: best to include this in the narrative for this. These are likely success stories. Also ask your program officer.

Leihuanani: How to get to the helpdesk?

## SCRIBE Reports - Next Steps

- Investigate zeroes.
- Investigate high numbers of unknowns.
- Verify that courses have the appropriate **Course Level** and **Standard Course**.
- Complete the **School Type** variable.
- Verify that all SAT, ACT, PSAT, ACT Aspire, and Pre-ACT standardized tests are mapped to the appropriate **Standardized Test Type**: ACT or SAT OR PSAT, PLAN, ACT Aspire.
- Use the APR Backup Reports!



Adrienne McAlpine: How to delete a service. Does she have the ability to delete the service.