

**Oregon FAQ:** <https://www.oregon.gov/ode/students-and-family/healthsafety/Pages/COVID-19-FAQ.aspx>

**Q: A 21st Century Community Learning Centers (21st CCLC) Afterschool Program site is able to remain open during the school closure, may staff help with food distribution and childcare?**

A: Yes. Creative models are being developed across the state to support our students and families during school closures. A program in partnership with school districts can elect to offer services and utilize staff in these efforts aligned with the Governor's Executive Order 20-08. Assisting with food distribution and/ or providing enrichment opportunities, when schools are closed due to the Executive Order, are allowable activities.

All activities provided by 21st CCLC staff must align to program goals and the intent of grant. Comprehensive 21st CCLC services may not be possible due to reduced staff availability and students who choose not to participate.

**Q: If a school/district is unable to provide programming during school closures, can the school/district continue to pay 21st CCLC staff?**

A: Yes. Staff may continue to be paid with 21st CCLC grant funds for work, including remote work at the discretion of the local programs, in service to 21st CCLC program goals. Oregon 21st CCLC programs are encouraged to continue to pay all staff for their efforts during the shutdown to alleviate potential financial instability and hardship for employees. Allowable work includes:

- Virtual staff meetings (conference calls, Zoom meetings, Skype, etc.)
- Curriculum work specific to the 21st CCLC program
- Lesson plan development specific to the 21st CCLC program
- 21st CCLC program data entry or validation
- Online professional development
- Systems planning work (e.g., summer programs, evaluation, sustainability, safety, budgeting)
- On-line programming for youth that may be reasonable and necessary
- Services related to providing federally approved afterschool meals or snack programs
- Other expectations and associated job tasks listed in job descriptions that are reasonable and necessary during the closure period

Items to be aware of if implementing any of the above:

- Final approval of work and work protocols are the responsibility of sub-grantee local supervisors
- Hours worked should remain commensurate to the need and supervisor approval
- Federal Supplement not Supplant provisions remain in force

**Q: If a program was unable to provide services during the mandatory school closure, will hours have to be added to meet the 300-program hour requirement?**

A: No. The number of hours a program is closed due to the Governor's Executive Order 20-08 will be adjusted from the 300-hour requirement. The ODE will work with Program Directors once the program resumes to make adjustments to grant documentation. If a program continues to serve students and families during the closure, continue tracking daily hours and the type of work provided.

**Q: What data does my program need to track during school closures?**

A:

- Maintain records of daily hours and general work type by employee during the period of school closure as determined by the Governor's Executive Order 20-08, as this data may be requested by the ODE. Work logs should be kept for accountability purposes.
- All student and family activities should continue to be tracked via your data reporting tool. As well, it is important that any irregular activities such as food distribution is tracked; these should most likely be coded under "Family Engagement" as you are providing supports to families through this activity.
- If funds are used to support federally approved after school snack or meal programs, track daily meal counts for 2020 Annual Performance Reporting. Please work with district Nutritional Services as there may need to be modifications to this tracking.
- The tracking of any lost program time, lower attendance results, lower expenditure patterns and/or other outcome data will be tracked as part of end of year 2020 Annual Performance Reporting. Reasonable and fair accommodations will be made with regard to any reduction in results within 21st CCLC program goals due to closures resulting from the Governor's Executive Order.
- **Q: What is the expectation regarding evaluation and survey completion?**
- A: Survey administration is postponed for students and parents during school closures. All other evaluation and survey requirements must still be met at this time. ODE will notify programs if there are any changes to the current deadlines.
- **Q: Will there be any virtual PD opportunities for staff during the school closings?**
- A: The Mind the Gap Conference scheduled for April 17-18, 2020 is cancelled until further notice. This includes the ODE facilitated day-long Summer Learning Workshop.
- [You for Youth \(Y4Y\)](#) is a USDOE sponsored website with many online professional development resources for 21st CCLC grantees. Specifically, the [Y4Y Click & Go's](#) are packed with 21st Century technical assistance in a virtual format.
- **Q: If a school/district's 21st CCLC program was scheduled to be monitored this spring, will the Department continue monitoring activities?**
- A: No. Schools and districts should be focused on responding to the needs of their students, families, and communities at this time, rather than preparing for and participating in monitoring visits. All monitoring of programs for 21st CLCC programs, like all other federal programs, is cancelled for the 2019-2020 school year.