**Virginia Department of Education**

**Annual Report for a Start-Up Grant for an Extended School Year or Year-Round School Program for School Divisions or Individual Schools**

**FY 2016 - 2017**

The final report must include the following:

1. Executive Summary
2. Comprehensive description of the year-round or extended year project
3. The name and address of the school division, participating schools, and grant coordinator contact information.
4. The description of the program, including total days of instruction and hours of instruction per day and student enrollment total by demographics and grades or programs served.
5. Description of the barriers and facilitators to implementation, including amount of planning time, logistics for transportation and other support services, community engagement and partnerships with other organizations or school divisions, fiscal impact, and scheduling of professional development.
6. Description of changes in teacher and parent satisfaction and student engagement, including how each was measured and results found.
7. Data on the impact of the year-round or extended year project (*Evaluation Matrix)*
   1. Description of metrics and changes observed to student achievement across all students and by priority groups compared to the academic year prior to implementation of the year-round or extended year project

* 1. Description of metrics and changes observed to teacher attendance and retention compared to the academic year prior to implementation of the year-round or extended year project
  2. Description of metrics and changes observed to student attendance, average class size, and student behavior compared to the academic year prior to implementation of the year-round or extended year project
  3. Description of metrics and changes observed to academic costs per pupil compared to the academic year prior to implementation of the year-round or extended year project

1. Description of efforts to sustain the year-round or extended year project model and whether the model will be offered in additional grades, programs, or schools.

