**Texas ACE Activity/Unit Planning Worksheet**

**Activity/Unit Title**

**Activity Description:** Describe what the activity is about. What is the big picture and purpose of the activity/unit? What are the goals and outcomes for students and parents/family? What products will students, parents, and/or families create?

**Texas 21st Century Learning Center Objectives:** How does this activity/unit connect to the Texas 21st CCLC Goals & Objectives? Check most relevant:
- [ ] Improve Academics
- [ ] Improve Attendance
- [ ] Improve Behavior
- [ ] Increase Promotion Rates
- [ ] Increase Graduation Rates

**Needs Assessment Activity Statement:** What need(s) are being addressed through this activity/unit as informed by your campus needs assessment?

<table>
<thead>
<tr>
<th>Term:</th>
<th><strong>Duration</strong> (days/hours/sessions):</th>
<th><strong>Grade Level(s):</strong> if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frequency: (Select One)</td>
<td>1 to 3 times per month</td>
<td>Target Audience: (Select One)</td>
</tr>
</tbody>
</table>
- [ ] Every week
- [ ] Less than 1 time per month
- [ ] One-time event
- [ ] Students
- [ ] Adult Family

**Target Area(s) Addressed:** Check those that are most relevant

**Core Content Areas:**
- [ ] Reading/ELA
- [ ] Math
- [ ] Science
- [ ] Social Studies

**Other Areas:**
- [ ] Fine Arts
- [ ] Economic Literacy
- [ ] Health Literacy
- [ ] Cultural Activities
- [ ] English Language Proficiency Standards
- [ ] Technology
- [ ] Global Learning
- [ ] Service Learning
- [ ] Other:

**TEKS:** What are the state standards that this activity addresses?

**Lessons at a Glance:** Give a brief statement for each Lesson’s Objective. Adjust the number of lessons as needed below.

<table>
<thead>
<tr>
<th>Lesson 1:</th>
<th>Lesson 2:</th>
<th>Lesson 3:</th>
<th>Lesson 4:</th>
<th>Lesson 5:</th>
<th>Lesson 6:</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Lesson 7:</th>
<th>Lesson 8:</th>
<th>Lesson 9:</th>
<th>Lesson 10:</th>
<th>Lesson 11:</th>
<th>Lesson 12:</th>
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</table>

**Culminating Activity:** What is the final closing event or lesson that connects the lessons of this activity/unit together and brings closure?
### Materials & Resources

**Materials:** This is a complete list for all the lessons in this activity/unit including Technology Tools (computers, internet, gaming systems, etc)

**Resources:** These can include web sites, people, books, etc.

### Activity Preparation Information:

What information is important in preparing for this activity/unit? Is there any scheduling or things that require you to plan with others? Will other adults need to be notified about certain events (e.g., Campus/District Parent Liaison might need to know about the Family Connections).

### Support

**Providers/Partnerships:** Who will you partner with to support activity/unit goals and objectives?

**Educational Field Trips:** (If applicable)

What are some real and/or virtual field trips that provide participants with learning experiences that are difficult to duplicate in the classroom?

### College Readiness Cross-Disciplinary Standards:

Check those that apply

<table>
<thead>
<tr>
<th>Key Cognitive Skills</th>
<th>Foundational Skills</th>
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</thead>
<tbody>
<tr>
<td>Intellectual Curiosity</td>
<td>Reading across curriculum</td>
</tr>
<tr>
<td>Reasoning</td>
<td>Writing across curriculum</td>
</tr>
<tr>
<td>Problem Solving</td>
<td>Research across curriculum</td>
</tr>
<tr>
<td>Academic Behaviors</td>
<td>Use of data</td>
</tr>
<tr>
<td>Work Habits</td>
<td>Technology</td>
</tr>
<tr>
<td>Academic Integrity</td>
<td></td>
</tr>
</tbody>
</table>

**Partnership for 21st Century Skills** (for Student Activities only): Check those that are most relevant

<table>
<thead>
<tr>
<th>Learning &amp; Innovation Skills</th>
<th>Information, Media, &amp; Tech. Skills</th>
<th>Life &amp; Career Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creativity &amp; Innovation</td>
<td>Information Literacy</td>
<td>Flexibility &amp; Adaptability</td>
</tr>
<tr>
<td>Communication &amp; Collaboration</td>
<td>Media Literacy</td>
<td>Initiative &amp; Self-Direction</td>
</tr>
<tr>
<td>Critical Thinking &amp; Problem Solving</td>
<td>Information, Communication, &amp; Technology Literacy</td>
<td>Social &amp; Cross-Cultural Skills</td>
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<thead>
<tr>
<th>Texas 21st CCLC Component</th>
<th>Principles of Effectiveness</th>
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<tbody>
<tr>
<td>Academic Assistance</td>
<td>Assessed data of before- and after-school programs and activities in the school and community.</td>
</tr>
<tr>
<td>Enrichment</td>
<td>Established set of measurable goals and objectives and designed activity to meet them.</td>
</tr>
<tr>
<td>Family/Parental Support Services</td>
<td>Integrated scientifically based research that provides evidence that activity/program will help meet student achievement standards.</td>
</tr>
<tr>
<td>College &amp; Workforce Readiness</td>
<td></td>
</tr>
</tbody>
</table>

### Outcomes & Best Practices

**Texas 21st CCLC Component:** Check only one component

- Academic Assistance
- Enrichment
- Family/Parental Support Services
- College & Workforce Readiness

**Academic Assistance Tutoring Activities**

Pre-test(s):

Post-test(s):

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This is a living document. Please add modifications, changes, and your reflections on the unit as they occur.
**School Day Connection:**
What did you do to connect to the school day?
Check those that apply

- [ ] Attended Team Meeting with Teachers
- [ ] Referenced School TAKS Schedule
- [ ] Referenced School/District School Curriculum
- [ ] Developed with School/District Teachers
- [ ] Consulted with District/School Content Area Specialist(s)
- [ ] Other: ____________________________

**Family Connections:**
If applicable
How does this activity include family and address family involvement? What parent/family lessons do you have planned and where would they occur throughout this activity?

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**Activity Reflections:**
Please fill out after the last lesson of this activity/unit.

What are some modifications you made along the way? How did you know participants learned? How did you know parents/families learned or were engaged? How would you assess student/parent/family impact on the community or results of this (service-learning) activity? What are some things you would do differently?

Participant Voice: It is important to get participant (student, family, community, etc.) reflections and ask them about their thoughts. Ask participants: What things did they like/dislike? How would they change this activity (to make it better)? What are possibilities for this activity to extend it? How can parents/families be brought into it more?