

**Extended Learning Opportunities
Program Plan Guide**

**Our Community School
Expanded Learning Opportunities
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**ELOP Plan
2024-2025**

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1- Safe and Supportive Environment:

Describe how the program will provide opportunities for students to experience a safe and supportive environment. Include if the program will be offered on the school site or off campus. If not on site, describe where in the community it will be and how students will be supported to get there.

Our Community School provides a safe and supportive expanded learning opportunities program for all students in TK-8 throughout the school year and during Winter, Spring and Summer breaks. During the regular calendared school year we partner with the local YMCA program and they provide services to our students.

The camp sessions during our school breaks maintain the use of Responsive Classroom and Morning Meeting to build community and ensure a safe and supportive environment. They introduce overall expectations and review them with students. Additionally, the staff will implement the use of peaceful learning communities when conflict arises and The staff will communicate with parents/caretakers if an issue arises where students are not adhering to the program expectations.

Overall school Safety is upheld by both programs in a variety of ways. First and foremost, all families that attend the program are required to register and provide contact information that we can utilize to notify parents/ caretakers in the event of an emergency. Second, employees are vetted by both Our Community School and YMCA. Our Community School staff are fingerprinted and engage in a background check. The YMCA staff also undergo a hiring process and are trained in youth development and certified in CPR and first aid. If a vendor comes to campus we also use vendor verification. Additionally, we will staff our program to adhere to the staffing requirements within the ELOP program (TK/K 10:1) and 20:1 for all other grades.

2-Active and Engaged Learning: Describe how the program will provide opportunities for students to experience active and engaged learning that either supports or supplements, but does not duplicate, the instructional day.

Our extended learning opportunity program (ELOP) is designed to provide enriched learning experiences to students. Additionally, the ELOP program also provides reinforcement and enrichment of academic skills in the areas of reading, science and math. During the Winter, Spring and Summer program, students have the opportunity to work in both small group and whole group activities that are centered around instruction, art activities, games, hands-on investigations and experiential learning and activities connected to different thematic instructional components. Also, the program lead will organize onsite field trips and activities for students to participate in based on the selected theme. Students also have an opportunity to participate in both structured and unstructured physical activity throughout the day.

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When school is in session and students participate in the ELOP program after school with the YMCA, students are able to participate in any afterschool program like film class, Folklorico dance, hip hop, and cooking to name a few. Additionally, students attending the YMCA also participate in their SCALED Learning curriculum. This provides students with the opportunity to engage in STEM, Career-Connected Learning, Arts, Literacy, Education and Diversity and Global Learning.

3- Skill Building: Describe how the program will provide opportunities for students to experience skill building.

During the camp, our staff implements Responsive Classroom as a model of management. For example, staff implement Morning Meeting each day and they also utilize the CARES (cooperation, assertion, responsibility, empathy, self-control) component through modeling and accountability with behavior. The CARES component is aligned to CASEL competencies.

Throughout the YMCA program they infuse four core values: caring, honesty, respect, and responsibility. The focus is to build good character.

4-Youth Voice and Leadership: Describe how the program will provide opportunities for students to engage in youth voice and leadership.

During the Winter, Spring and Summer camps the staff will implement Morning Meeting. There are four components of the Morning Meeting and students do assist in leading different parts. Students are often selected to lead and then they will choose the activities students will participate in during the activity time. Additionally, during the greeting and the share portion of the morning meeting these activities are intentionally designed to build community and create a welcoming environment by doing a range of activities in pairs, triads, small groups, large groups. Also, throughout the program, students in the older grades are partnered with buddy classes and complete activities together to continue to build social emotional skills.

The YMCA program implements their youth development training to build youth leadership skills.

5-Healthy Choice and Behaviors: Describe how the program will provide opportunities for students to engage in healthy choices and behaviors. Describe how students will be served nutritious meals and/or snacks during the ELO-P hours of programming.

Students attending the ELOP program during the Winter, Spring, and Summer session are provided with breakfast and lunch from the School Nutrition Program. In the afternoon, our students are also provided with some choices of snacks that align within the school wellness program.

Students that participate in the YMCA afterschool ELOP program during the regular school year are also provided a nutritious snack.

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6-Diversity, Access and Equity: Describe how the program is designed to address cultural and linguistic diversity and provide opportunities for all students to experience diversity, access, and equity. Describe how the ELOP will provide access and opportunities to students with disabilities.

The ELOP program is advertised on our Parentsquare Communication Tool. It is provided to our community in both English and Spanish. Additionally, staff will work with families and assist in providing information regarding the programs and how to access the registration. Students that qualify for free and reduced lunch, homeless youth, or foster youth do not pay for the ELOP program. The school will utilize the ELOP funding to pay for the families that meet the requirements. Also, the school implements sliding fee scales for families that may have a difficult time accessing the program financially.

The ELOP program is open to all students. During Winter, Spring and Summer Camp we utilize our staff from the school day to assist in leading and facilitating camp activities, so all students have consistency and familiarity. Additionally, we also keep recess/break and lunch times at the same time to help all students have predictability within the day.

7: Quality Staff: Describe how the program will provide opportunities for students to engage with quality staff.

Our Community School utilizes staff from the regular school program to assist with the Winter, Spring and Summer Camps. We make the opportunities available to all staff. By utilizing our staff it helps create familiarity for students and staff can work with the students to assist with the skill development and academic support much faster since they already know the students. Additionally, we offer competitive pay to help our employees feel valued for their time and expertise. Prior to the Winter, Spring and Summer camps we also set aside time for planning and development to help with the design structure of their program.

YMCA seeks high quality and well trained employees. Their employees receive training in Youth Development and are certified in CPR and First Aid. The Executive Director will work with YMCA supervisors to support employees and ensure they are delivering what is promised within the ELOP program.

8. Clear Vision, Mission and Purpose: Describe the program's clear vision, mission and purpose.

The vision, mission and purpose of the extended learning opportunity program is to provide a safe and enriching program for students beyond the school day. This program helps provide opportunities to students that may not otherwise have access to after school sports or enriching activities. Our Community School adheres to the expectations and laws regarding the ELOP program.

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Our program and the YMCA program strives to ensure that our students are provided with assistance with core subject areas to assist in providing additional reinforcement and practice in the areas of literacy and math to support their development towards academic achievement. The program also provides opportunities to be socially engaged with their peers and students within the community after school. Students are also provided breakfast, lunch and snacks during the non school days to ensure they have access to nutrition and meals. During the after school program, students are provided with additional snacks to ensure they have access to nutritional food. Students also have time to participate in physical activity to support their overall wellness.

9. Collaborative Partnerships: Describe the program's collaborative partnerships. Local educational agencies are encouraged to collaborate with non-LEA entities to administer and implement ELO-P programs.

Our Community School works collaboratively with the YMCA to assist in our ELOP program during the school year. Additionally, they provide after school programs like dance, karate, cooking, etc. to support engaging and enriching opportunities. For after school programs that are offered at Our Community School outside of the YMCA, students are able to participate free of charge if they meet qualifications for free and reduced or we provide families with the opportunity to pay on a sliding scale fee.

10. Continuous Quality Improvement Describe the program's Continuous Quality Improvement Plan.

The ELOP program lead for Our Community School and the Program Supervisor for the YMCA will meet with the Executive Director and or the Director Of Operations to reflect on current program practices and develop ways to enhance and improve the program overtime. We will solicit feedback from students and parents by administering questions within a survey to see what recommendations families have in regards to the activities and overall nature of the program.

11. Program Management- Describe the plan for program management.

At Our Community School the Executive Director will oversee the communications to the families regarding registration and enrolling for the Winter, Spring, and Summer camp. The Executive Director and the YMCA work collaboratively with registration and enrollment. The Executive Director and the program lead will work together in the development of the ELOP program. The Director of Operations will work together with the Executive Director, the program lead, the YMCA and the back office provider to assist with the expenditures and the ordering of supplies for this program.

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General Questions:

Existing After School Education and Safety (ASES) and 21st Community Learning Centers (21st CCLC) Elementary and Middle School grantees.

ASES, 21st CCLC Elementary/Middle School, and the ELO-P should be considered a single, comprehensive program. In coordinating all these funding streams to move towards a single

program, the expectation is that the most stringent requirements will be adopted for program guidance. If one or both grants are held, please describe how the ELO-P funding will be used to create one comprehensive and universal Expanded Learning Program.

Our Community school is not a grant recipient for these programs.

Transitional Kindergarten and Kindergarten

Programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1. (E.C. Section 46120[b][2][D]). Please address the proposed schedule and plan for recruiting and preparing staff to work in the program, including supporting them to understand how to work with younger children. How will the lower pupil-to-staff ratio be maintained? How will the curriculum and program be developmentally-informed to address this younger age group?

Our Community School does recruit within the school for staff. Our ELOP staff for before school and our Winter, Spring, Summer camp are current employees. Some of our staff that are employed have early childhood education units and they will assist in the design and implementation of the program. Our enrollment for this age span is supported through our available staffing.

Sample Program Schedule

Please submit a sample program schedule that describes how the ELO-P or other fund sources, including the California State Preschool Program for children enrolled in transitional kindergarten or kindergarten, will be combined with the instructional day to create a minimum of nine hours per day of programming (instructional day plus ELO-P or other supports). Also, submit a sample schedule for a minimum nine-hour summer or intersession day.

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Our current schedule for the regular school day for our TK students includes the following:

8:05-3:00 is regular instructional day	3:00-6:00* is the ELOP program which includes snack & YMCA activities aligned to the SCALED learning curriculum.	*3:15-4:15 After school programs-(classes vary per session).
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YMCA ELOP Program with regular school day

	Monday	Tuesday	Wednesday	Thursday	Friday
Early Release			Check in Physical Activity		
3:00- 3:45	Check in/ Snack Time	Check in/ Snack Time	Snack Time	Check in/ Snack Time	Check in/ Snack Time
3:45- 4:15	Physical Activity -	Physical Activity		Physical Activity -	Physical Activity - Unstructured
4:15-4:35	STEM Experience Batty Straw Rockets	Diversity and Global Learning Animals Around the World	Literacy Learning Building a Shape Monster	STEM Experience Bubble Bubble Pop	Literacy Learning My Ghost Friend
4:35-4:55	Arts Education and Exploration A Spider in October	Arts and Crafts Creations Bubble Painting	Arts Education and Exploration Buggy Buddies	Arts and Crafts Creations Farm Animal Masks	Wellness and Nutrition Candy Corn Pronouns
4:55-5:15	Organized Physical Red and Blue Tag	SEL Just Ask Activity	Organized Physical Mystery Number Tag	CCL or Site Planned My Favorite Superhero Mask	Organized Physical Silly Soccer
5:15-6:00	Youth Choice	Youth Choice	Youth Choice	Youth Choice	Youth Choice

Our Community School does not participate in the California State Preschool Program. However, please find the sample summer school schedule linked [here](#) and attached as a PDF..