

Junction City Elementary School District

EXPANDED LEARNING OPPORTUNITIES

PROGRAM PLAN (ELOP Plan)

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Local Educational Agency (LEA): Junction City Elementary School District

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1 – Safe and Supportive Environment

Our program is run on our Junction City Elementary School site. We have a Comprehensive School Safety Plan that has been designed to accommodate our Before School Program, our regular school day, our ASES Program, and our ELOP Program. This plan was developed by our Safety Committee to ensure the physical and emotional well-being of all of our students and school community. It addresses all types of emergencies and the procedures established to use when responding to a specific type of emergency.

In addition, our ELOP Program works closely with the Trinity County Office of Education, who has created the Safe Schools Collaborative, and coordinates services and resources with the Trinity County Sheriff, Juvenile Probation, Health and Human Services, Child Protective Services, and Behavioral Health.

All school staff, including ELOP staff, participate in safety training and practice drills that support the Comprehensive School Safety Plan. These trainings include CPR/First Aid, Active Shooter Training, Child Abuse Prevention, Keenan Safe Schools Training Modules, and all Emergency Drills.

Our ELOP Program strives to provide a safe and supportive environment for all of our students and school community. We recognize how important it is to have a safe, welcoming, and inclusive climate in order for our students' developmental, social-emotional, and physical needs to be met. Therefore, we strive to have a seamless transition from the regular school year to the ELOP Summer Program by ensuring that the school routines, rules, procedures, and expectations are consistent throughout our Before School Program, regular school day, ASES Program, and the ELOP Summer Program. We have a strong Multi-Tiered System of Support (MTSS) Program, and we are invested in the philosophies of Positive Behavior Interventions and Supports (PBIS), Trauma Informed Practices, Olweus Bullying Prevention, Restorative Justice, and Social Emotional Learning (SEL).

We also recognize that students learn and grow through play. Our ELOP activities provide students with an opportunity to learn social skills while engaging in fun physical activities on a daily basis. These activities include free play, such as supervised playground activities, but also structured play, such as organized sports and games that get kids physical while working on social skills such as teamwork and sportsmanship.

2 – Active and Engaged Learning

Our ELOP staff coordinates with site teachers and support staff to align educational literacy and enrichment with the regular school year. Our ELOP Program utilizes the same research-based curriculum and programs that are used during the regular school year, which allows students to work on goals set by themselves and their teachers, based on the students' needs assessments.

Our ELOP Program serves students in grades TK-6 and provides a safe place for students to learn and grow. Our students participate in a balance of individual activities, small and large group activities, indoor and outdoor activities, and quiet as well as active play. All of the activities in our ELOP Program are designed to provide positive youth development.

Our ELOP Program is divided into three major components:

Academic Support:

This component of our ELOP Program provides students the opportunity to work on academic skills that have been recommended by the students' teachers. This component also provides for research-based academic interventions in English Language Arts and Math for students who are referred for the extra support. The intervention support is provided by the regular school support staff, and is therefore incredibly effective.

Enrichment Activities:

Enrichment activities encourage exploration and learning in creative ways by introducing students to new ideas and by developing the talents and interests of each student. Activities include visual and performing arts, crafts, STEM, cooking classes, and working in our school garden. A special culminating activity is cooking food that was grown in our school garden, and serving it during our ELOP Program.

Recreation & Physical Activities:

This component of our ELOP Program provides students with the opportunity to engage in fun activities, discover their physical potential, and build social skills. These activities include free play, such as supervised playground activities, but also structured play, such as organized games. The activities range from parachute play to crab soccer. We also take the students to the local community pool two times per week.

Our ELOP Summer Program runs for 6 weeks during the summer and is an extension of our ASES Program, with all of the same components.

3 – Skill Building

Our ELOP Program is designed to contribute to the improvement of student academic achievement, social growth, and overall student success. Our ELOP staff works closely with the classroom teachers and site administration to coordinate the intervention and enrichment activities provided to the students based on data from state and local assessments. We analyze the outcomes of the intervention support, and modify the support accordingly to ensure student success. Our ELOP Program also introduces new skill-building activities, such as arts and crafts, beading, cooking, and gardening.

4 – Youth Voice and Leadership

Student feedback, assessments, and evaluations are solicited by local surveys and input given during educational partner meetings, such as Student Senate Meetings and ELOP Program Advisory Meetings. This feedback is used to guide the development of training, curricula, and projects that are intended to meet the students' needs and interests.

We value student voice and leadership, and our Student Senate is a very active voice in helping to determine all of the activities that take place on our campus, throughout the regular school day, in our ASES Program, and in our ELOP Program.

All of our upper grade students have a role in Student Senate, some are student-elected officers, while others are active members. They meet every Wednesday afternoon during the school year, and discuss programs, curriculum, school policies, and activities on campus. Their meetings are agendaized and are run like any formal educational partner meeting. The results of their meetings are shared at Staff Meetings, ASES Program Advisory Meetings, ELOP Program Advisory Meetings, School Site Council Meetings, LCAP Advisory Meetings, and District Board Meetings.

Our Student Senate has elected representatives for each classroom on campus, and it is their job to go into the classrooms twice a month and solicit feedback from the younger students regarding school programs and activities, including the ELOP Program. This information is then reported out at the Student Senate Meetings, and it gives all students on campus a voice. For example, our students wanted different meal choices for the Summer Meal Program, so they solicited ideas from all of the classrooms, compiled the data, and shared the information with the café staff and the school administrator. The result was a new Summer Food Program menu that included the suggestions from the students.

5 – Healthy Choices and Behaviors

Our ELOP Program is aligned with the goals of our District Wellness Plan. The Wellness Plan recognizes the importance of health education and services, nutrition education and services, physical education, and a safe and healthy school environment. During our ELOP Program, our students are encouraged to recognize and establish, healthy habits and life choices, such as eating nutritious foods and engaging in regular physical activity, in order to maintain and improve their physical health, mental health, and overall well-being.

Our ELOP Summer Food Program provides daily nutritious meals in accordance with the U.S. Department of Agriculture Child Nutrition Program regulations. Our ELOP Program works closely with Trinity County Public Health CalFresh Program to provide Nutrition Education and cooking classes to our students. Our ELOP Program also provides a quality physical education program that incorporates free play and structured recreational activities with staff that have been trained in the SPARK Physical Education Program.

6 – Diversity, Access, and Equity

Our ELOP Program is available to all students in grades TK-6 who live in the Junction City School community. We are located in a rural and isolated location within Trinity County, which is considered to be a frontier county. Our community struggles with poverty, and 75% of our students qualify for free or reduced lunch.

Most of our students live miles away from our campus, and we have no home-to-school transportation available, as it is not feasible financially and geographically, due to our primitive roads and large district boundaries. However, we have made a valiant effort to make the program available to all students, as it is vital for the safety of our students.

We encourage our students and their families to share their cultural backgrounds and experiences, and the students enjoy learning about each other's traditions. We incorporate the different cultural foods, stories, art, and traditions into the enrichment activities offered in our ELOP Program. We also invite guest speakers to come on campus, and we participate in various cultural activities throughout Trinity County. We have many students of Native American descent, and welcome the participation of Trinity Tribal TANF as one of our community partners.

All of our age-qualified students participate in our ELOP Program, regardless of their needs, primary language, or struggles. As with the regular school year, we make any needed modifications or accommodations to ensure that all students are able to participate fully in the program. We strongly believe that all students, especially those with struggles, would benefit by participating in our ELOP Program.

7 – Quality Staff

The District requires that ELOP staff have FBI and DOJ fingerprint clearance, meet all District employee requirements, and meet the minimum qualifications in one of three ways:

1. 48 units of applicable college coursework
2. Hold an Associate's Degree
3. Pass the local instructional aide proficiency exam administered by the Trinity County Office of Education

Due to our frontier and rural nature, recruitment for staff members is accomplished through both formal and informal means. The District publishes employment openings in the local newspaper and online via EdJoin. Frequently, when a position is open, the word is spread via word-of-mouth through the community, as not all community members have access to media. Most often, ELOP staff are also employed during the regular school year as paraprofessionals in classrooms.

ELOP Program staff participate in weekly site collaboration meetings, monthly District staff meetings, and ELOP Advisory meetings. ELOP staff are also included in all District professional development opportunities annually. Examples of trainings include Instructional Strategies, Behavior Management, PBIS, Trauma Informed Practices, Bullying Prevention, STEM, SPARK, Google, Poverty, Child Abuse Prevention, Active Shooter, CPR/First Aid, Keenan Safe Schools Training Modules, and all Emergency Drills.

8 – Clear Vision, Mission, and Purpose

The needs of the community, students, parents, and school were identified by input given at stakeholder meetings, feedback from local surveys, and data from local student assessments, CAASPP testing, and District LCAP and Dashboard results. This stakeholder input and data analysis determines what our goals are and how to utilize our resources to address our needs.

Our ELOP goals:

1. Provide students with healthy meals from the ELOP Summer Food Program, and nutrition education to help them develop healthy eating habits which will contribute to learning achievement and lifelong health.
2. Provide students with quality and effective academic intervention support to help them grow academically and meet or exceed state standards.
3. Provide students with engaging enrichment activities that enhance their interests in STEM, visual and performing arts, CTE, gardening, and other project-based learning experiences to help them develop a greater sense of purpose.

4. Provide students with the opportunity to work on social-emotional skills within a safe and caring environment, to help them develop socially, make responsible decisions, and establish and maintain positive relationships.

5. Provide students with opportunities for physical exercise and recreation to encourage and establish lifelong habits of being physically active in order to maintain and improve their physical health, mental health, and overall well-being.

9 – Collaborative Partnerships

We use a collaborative planning and review process in all aspects of the ELOP Program. The plan is developed and modified based upon feedback from all educational partners via meetings, daily interactions, and the collection of data from annual surveys.

Collaborative members include, the Trinity County Office of Education (TCOE), District administration, District office staff, District teachers, ASES Program staff, ELOP Program Staff, students, parents, and community partners.

List of our partners and how they contribute to the ELOP Program:

- ELOP Site Principal – Provide leadership and training to site ELOP Program staff to connect the instructional year with the ELOP Summer Program, including specific needs and vision.
- School Site Council/LCAP Advisory Committee – Provide updated information on school programs and include ELOP as an important partner in the school culture and planning.
- District Teachers – Provide qualified math and reading support to assist with students in the ELOP Program.
- ELOP Families – Through parent meetings and daily interactions, ELOP Program staff get feedback from families with questions and concerns regarding the ELOP Program.
- TCOE – Provide technical assistance in areas of grant compliance, professional development, and program design/offerings.
- Trinity County Public Health Nutrition Education Program – Provide nutrition education, cooking classes, and school garden support.
- Trinity High School – Provide high school student volunteers to work with students during ELOP activities.

- Ascend Wilderness Program – Provide wilderness/outdoor education opportunities to students.
- Trinity Tribal TANF – Provide education, support, and opportunities for Native American students, and provide cultural awareness within the community.
- District school nurses – Support through trainings and daily operations of programs.
- ELOP District Coordinator meetings - Meet at TCOE to collaborate, plan, and achieve program goals.
- School Staff Meetings - ELOP staff attend the regular scheduled District staff meetings at their school. This allows for feedback and to assure the ELOP program is an integral part of the school's program plan.

10 – Continuous Quality Improvement

In order to follow the CQI process and assess, plan, and improve, our ELOP Program will:

1. Review the End-of-Year Surveys (Spring)
2. Create a CQI Plan along with stakeholders; Determine 1-2 focus standards
3. Provide Monthly evidence of each of the CQI standards
4. Complete a narrative summary update
5. Provide an End-of-Year Survey to all educational partners
6. Reflect and score programs in all CQI areas

The overall program is evaluated by the program coordinator, school site principal, ELOP staff, and District staff as to its effectiveness. Modifications are made to the program when needed and revisions to the plan are made each year when appropriate.

11 – Program Management

Funding is primarily used for staffing, to ensure there is qualified staff capable of running a safe and effective program. Remaining funds are used to purchase supplies and to bring in enrichment programs for the students.

ELOP Program Staff: Plans and oversees academic, enrichment and recreation activities, provides meals for students, monitors free play, provides lesson plans and feedback to District Coordinator and parents. Meets daily with District Coordinator and parents. Communication via email, phone, or face-to-face meetings.

District Coordinator/Principal: Plans site program, works with staff to coordinate daily schedules, communications, and monitor student behavior. Meets regularly with school staff, ASES staff, ELOP staff, and collaborative partners to plan and develop program. Assists ELOP staff with classroom management techniques and school policies and procedures. Oversees district programs including budgets, attendance, trainings, staffing, communication, and all program areas. Communication through email, phone, or face-to-face meetings.

Classroom Teachers and School Support Staff: Provide feedback on student academic progress, student concerns, daily routines, and support for academic intervention. Weekly meetings, emails, daily check-ins. Meets with district coordinator as needed. Communication through email, phone, or face-to-face meetings.

Business Staff: Handles budget and all financial and attendance reporting requirements. Manages purchase orders, and supply orders for ELOP Program. Weekly check-ins, monthly meetings and emails.

School Nurse: Provide district/site trainings as needed. Communication via email and meetings.

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

Our site operates an ASES Program and ELOP Program. We understand the need for a comprehensive program and plan to follow the most stringent requirements. We strive to have a seamless transition from the regular school day to the ASES Program and we feel there needs to be the same consistency with our ELOP Summer Program. We believe we can do this by ensuring that the school routines, rules, procedures, and expectations are consistent throughout our Before School Program, regular school day, ASES Program, and ELOP Summer Program. We plan to coordinate all of our funding streams to create one comprehensive universal expanded learning program.

Transitional Kindergarten and Kindergarten

Our regular school program and our ASES Program includes TK students, and we have been maintaining a pupil -to-staff member ratio of 10 to 1. Our staff is already trained to incorporate TK students into our regular school program and our ASES Program. We intend to expand what we are already doing in our ASES Program to our ELOP Summer Program. Our staff participates in professional development designed to help them support TK students.

ELOP Summer Program Schedule:

- 7:30- Program Opens
- 8:00- Breakfast / Free Play
- 8:30- ELOP Activities
- 12:00- Lunch / Free Play
- 12:30- ELOP Activities
- 3:00- Snack / Free Play
- 3:30- ELOP Activities
- 5:30- Program Closes