



## Hillsborough City School District Expanded Learning Opportunities Program Plan

### Name of Local Educational Agency and Expanded Learning Opportunities Program Sites

Local Educational Agency (LEA) Name: **Hillsborough City Elementary School**

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Please list the school sites that your LEA selected to operate the Expanded Learning Opportunities Program (ELO-P).

- North Hillsborough Elementary School
- South Hillsborough Elementary School
- West Hillsborough Elementary School

#### **Overview:**

California Assembly Bill 130 established the Expanded Learning Opportunities Program to provide afterschool and summer enrichment experiences for unduplicated pupils, which includes students that are English learners, eligible for a free or reduced-price meal, or foster youth. The Program offers families at least nine hours of learning/enrichment each school day and thirty intersession/summer days at no cost. The nine hours is a combination of the school day and after school offerings, HCSD will be providing expanded learning opportunities from 8:30am-5:30pm during the school year.

HCSD will be partnering with Hillsborough Recreation's HIVE program to provide expanded learning opportunities to eligible students at no cost. The HIVE After School Program (<https://www.hiveafterschool.com/>) offers after school care/enrichment opportunities for students to extend their school day experience. HIVE provides homework support, outdoor play, and enrichment opportunities from the end of the school day until 5:30pm.

In accordance with *EC* Section 8482.3(g)(1), HCSD will review and update the program plan at least every three years. With 2021-2022 being the first year HSCD is integrating the Expanded Learning Opportunities Program, we will review the program at the end of the year to determine if adjustments need to be made for 2022-2023. HCSD is responsible for the plan and oversight of the Expanded Learning Opportunities Program that will be offered in partnership with Hillsborough Recreation's HIVE program.

## **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.*

In partnership with Hillsborough Recreation, students from Hillsborough City School District will be able to participate in extended learning opportunities through Hillsborough Recreation's HIVE After School Program. HIVE strives to provide a safe and supportive environment for students to extend their school day experience by providing homework support, outdoor play, and enrichment opportunities. This program will be offered to students AM/PM kindergarten and grades 1-6 after their school day ends.

During the school year, the HIVE After School Program will be available at North, South and West Elementary Schools. The HIVE After School Program is not offered on the Crocker campus, but any 6th grade students that are eligible for the Expanded Learning Opportunities Program will be able to participate and walk to the HIVE After School Program located on the neighboring North School campus. Hillsborough Recreation's summer offerings are district wide and all students that are eligible for the Expanded Learning Opportunities Program will be welcomed to participate.

## **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.*

The HIVE After School program offers an engaging and fun environment for students to extend their school day. Students are provided homework support, outdoor play and enrichment opportunities. HIVE strives to provide an active and engaged learning environment by adhering to the following practices:

- providing a variety of activities that are hands-on, project-based, and result in a culminating product.
- giving participants multi-sensory learning experiences.
- giving participants the opportunity to work in groups that have a clear purpose.
- providing opportunities for participants to think critically, as well as act on issues and opportunities that are important but also of high interest and relevance to them.
- providing access to technology to support their learning.
- providing participants with group work that allows for engagement, cooperation in the group's accomplishments, and keeps them accountable to one another.

### **3: Skill Building**

*Describe how the program will provide opportunities for students to experience skill building.*

The HIVE After School program strives to provide numerous opportunities for students to experience skill building. By utilizing the following practices, participating students will extend their learning beyond the school-day:

- Staff supports projects and activities in which participants demonstrate mastery by working toward a final product or presentation.
- The program supports activities in which participants develop and demonstrate the desired skill for activity (e.g. learning to cut, glue, etc).
- Staff selects or creates projects that relate to young people's lives.
  - Staff develops learning goals for each activity and communicates these goals to youth.
- Staff uses practices that support mastery such as:
  - Providing youth with opportunities to practice skills.
  - Sequencing activities to allow participants to build on previously learned skills.
  - Facilitating youth reflections and offering constructive feedback to help youth learn from their experiences of successes, mistakes, and failures.
- Participants work in groups where they practice skills such as team building, collaboration, and use of effective communication.
- Participants are involved in projects, activities, and events that increase their understanding and use of 21st century skills (e.g., creativity, critical thinking, and information and communications technology).

### **4: Youth Voice and Leadership**

*Describe how the program will provide opportunities for students to engage in youth voice and leadership.*

The HIVE After School program not only values youth voice, it encourages students to expand their leadership skills while in the program. HIVE believes that their program is stronger when the participants are driving what they do. By utilizing the following practices, HIVE moves towards this goal:

- The program trains staff to facilitate youth voice and leadership in ways that promote positive relationships within the program and empower participants to have a positive impact on other individuals and institutions.
- Staff encourages and engages participants on a regular basis to share their perspectives regarding program design, what they want to learn and the quality of their experience in the program.
- Staff works to recognize the leadership potential in all young people, regardless of their age, and provide opportunities for them to develop their leadership skills by providing authentic leadership roles within their after school program.
- Participants engage in authentic and meaningful leadership roles that are supported by staff and celebrated by the program.
- Participants take responsibility for completing projects.

## **5: Healthy Choices 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.*

The HIVE After School program offers healthy and nutritious snacks to all participants, so they are engaged in healthy choices. HIVE creates and maintains a healthy culture and environment that is positively influenced by a collaborative and coordinated effort of families, school, and community by:

- The program identifies healthy practices and works with the school sites to implement their wellness plans.
- The program incorporates nutrition and physical activity.
- The staff understand how knowledge, skills, and behaviors around health contribute to academic performance and a positive socio-emotional lifestyle.
- Participants have a voice and choice in creating and maintaining a healthy culture and environment within their program.

## **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 ELO-P will provide access and opportunity for students with disabilities.*

Hillsborough Recreation is an equal opportunity employer who values the diverse backgrounds and unique experiences of our employees and participants. During the hiring process for the HIVE After School program we sought out the highest-qualified applicants, while also encouraging people with varying backgrounds to apply. The current staff is very diverse and enhances the quality of our program for our students. Here are some of the steps Hillsborough Recreation takes to ensure an experience for our students that promote Diversity, Equity, and Inclusion:

- The program actively recruits and hires staff that reflects the community of the students served.
- The program states its explicit commitment to diversity and equity in its outreach materials and/or policies.
- The program is aware of and seeks information and strategies to support all participant needs.
- The program creates a welcoming environment by representing the diversity of the participants through program materials, displays, etc.
- The program implements a plan that outreaches to all students at the school site.
- The program celebrates diversity related to staff and participants' race, color, religion, sex, age, income level, national origin, physical ability, sexual orientation, and/or gender identity and expression.
- Staff adapts activities to accommodate the physical and developmental abilities of all participants, and actively encourages their participation in the program.
- Participants and staff are comfortable sharing, and are given opportunities to share, from their diverse experiences and backgrounds.

## **7: Quality Staff**

*Describe how the program will provide opportunities for students to engage with quality staff.*

As expressed above, Hillsborough Recreation seeks out the highest qualified applicants and ensures their ability to work with our program. They determine through their qualifications and background the best placement within our program. Hillsborough Recreation strives to hire quality staff by adhering to the following practices:

- The program engages in a rigorous recruitment and hiring process that carefully considers experience, knowledge, interest, ability to create a safe environment, diversity, and capacity for engaging children in age appropriate and meaningful learning.
- The program provides staff and volunteers with:
  - Competitive pay.
  - Clear titles and job descriptions.
  - Continuous training and professional development.
  - Resources and materials to deliver activities.
  - On-the-job coaching.
- Staff demonstrate ability to:
  - Deliver a program that meets grant requirements.
  - Facilitate and incorporate district and program curricula, research-based youth development principles and best practices in program planning and activities.
  - Facilitate activities that engage students in active and meaningful experiences that build mastery and expand horizons.
  - Welcome and engage volunteers in roles that meaningfully and effectively support student learning.
- Staff exhibit:
  - Integrity, professionalism, caring, and competency as a positive role model.
  - Commitment to building positive relationships with a culturally, linguistically, and socio-economically diverse community of students, staff, and parents.
- Participants have trusting and positive relationships with staff.

## **8: Clear Vision, Mission, and Purpose**

*Describe the program's clear vision, mission, and purpose.*

Hillsborough Recreation is committed to providing quality recreational facilities and programs, and enriching opportunities to benefit the health and well-being of our community. The HIVE After School program follows this mission and adheres to the vision that Hillsborough Recreation sets for all of its program and community partners.

The purpose of running HIVE is to provide our students and families with a quality afterschool option where their kids can engage in safe and enriching activities.

## **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.*

The Hillsborough City School District will work in partnership with Hillsborough Recreation to provide expanded learning opportunities for students. Through Hillsborough Recreation's HIVE after school program, students are offered extended learning opportunities with a minimum of nine hours of programming for each instructional day and thirty intersession days.

## **10: Continuous Quality Improvement**

*Describe the program's Continuous Quality Improvement plan.*

The HIVE After School program is in its first year of operation. Hillsborough Recreation and HIVE are continually monitoring the quality of their program. Enrollment has increased since the beginning of the year and they continue to re-enroll students who are thrilled with the program.

At the end of the year, Hillsborough Recreation anticipates sending home a survey and incorporating feedback from all stakeholders (staff, students, parents, and administrators) to evaluate and revise the HIVE After School program for next year.

HCSD and Hillsborough Recreation support and encourage all feedback from families throughout the year. All feedback helps support the program's continuous improvement in design, outcomes, and impact for our community.

## **11: Program Management**

*Describe the plan for program management.*

The HIVE AfterSchool program is under the umbrella of Hillsborough Recreation. The fiscal management, personnel policies, and program management is under the direction of the Hillsborough Recreation Commission, its Executive Director, Louann Carlomagno, and its Director, Tony Giacomazzi.

## **General Questions:**

### **Existing After School Education and Safety (ASES) and 21<sup>st</sup> Community Learning Centers (21<sup>st</sup> CCLC) Elementary and Middle School grantees**

*ASES, 21<sup>st</sup> 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.*

HCSD does not hold the ASES or 21st CCLC grants. HCSD is using the ELO-P funding to create one

comprehensive Expanded Learning Program through our partnership with Hillsborough Recreation HIVE After School Program.

### **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. (EC 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?*

Kindergarten students who participate in the HIVE After School program follow the ratio of 10:1 as prescribed in the EC Section 46120[b][2][D]. The Hillsborough Recreation HIVE staff come with experience in preschool through 2nd grade, some with site supervisor certificates. Hillsborough Recreation actively recruited Supervisory staff with appropriate qualifications and experience working with younger children. The HIVE staff differentiate all of their instruction to meet the needs of our diverse learning community whether this be for students with special needs or younger students who need scaffolding to complete the learning objectives.

### **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.*

- Sample Schedule of Extended Learning Opportunities for Instructional Days (Gr 1-6):
  - 8:30-3:00 Participation within school day
  - 3:00–5:30 HIVE After School program
  
- Sample Schedule of Extended Learning Opportunities for Instructional Days (K):
  - 8:30-1:15 AM Kindergarten school day AND 1:15–3:00 HIVE PM Kinder Care  
OR
  - 8:30–10:00 HIVE AM Kinder Care AND 10:00–3:00 AM Kindergarten school day
  - 3:00–5:30 HIVE After School Care
  
- Sample Schedule of Extended Learning Opportunities for Summer or Intersession Days:
  - Hillsborough Recreation is still working on this schedule, but students will have access to the following programs that fall under the Expanded Learning Opportunities Program requirements:
    - Hillsborough Recreation Summer School
    - Hillsborough Recreation Crocker Leap
    - The HIVE Summer program