

**Expanded Learning Opportunities Program Plan Guide**  
**Williams Unified School District**



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# ELO-P

## **SAFE AND SUPPORTIVE ENVIRONMENT**

Our program is offered on our School Sites. It includes Transitional Kindergarten to third grade at the Williams Elementary School and fourth to sixth grade at the Williams Upper Elementary School. Students are provided positive environmental support for social, emotional, and physical needs, leading to a sense of community and belonging to help the student thrive using safety, engagement, connectedness, and support.

## **ACTIVE AND ENGAGED LEARNING**

Our program develops thoughtful, fun, accessible activities—using collaboration with general education teachers on subjects or projects where the program can assist. The program components focus on developing hands-on, engaging learning experiences and undertaking the importance of learning beyond the classroom. Subjects include but are not limited to technology, arts and crafts, physical education, open-ended games, cooking, and competitions.

## **SKILL BUILDING**

The program maintains high expectations for all students. Opportunities provided to students are activities that encourage collaboration and teamwork as well self-directed activities. Skill-building activities also encourage critical thinking, problem-solving, peer-to-peer interaction, communication, and socialization during the enrichment and physical education sessions. Academic reinforcement skill activities include student support during homework and tutoring with qualified staff, including technology and STEM.

## **YOUTH VOICE AND LEADERSHIP**

Our ELO-P Program empowers the students to have a voice in the program by using surveys and peer meetings to encourage interest and suggestions. Subjects include but are not limited to technology, arts and crafts, physical education, open-ended games, cooking, and competitions. Williams Unified School District ELO-P Program focuses on strengths, positive outcomes, youth voice and involvement strategies, including all youth, and ongoing developmentally appropriate support.

## **HEALTHY CHOICES AND BEHAVIOR**

The District Food Services provides nutritious snacks at the beginning of the program day. The snacks will be claimed for reimbursement through the state nutrition services program. In the event the snacks are not reimbursable ELO-P funds will be used to purchase the snack items. Cooking and enrichment activities are provided using different healthy food groups. Physical Education choices are offered daily using a variety of sports and physical activities.

## **DIVERSITY, ACCESS, and EQUITY**

Special education and ELD students, along with general education students, learn from each other in a setting different from the daily school structure. The ELO-P students are introduced to peers they wouldn't usually be introduced to during a typical school day which leads students to expand new friendships. The program encourages collaboration, toleration, and empathy for all students.

## **QUALITY STAFF**

We have a highly qualified staff with educational backgrounds and experience in the field. Many of our ELO-P teachers at the K-6 level have concurrent roles and responsibilities within the regular school day, allowing our students to benefit from the training staff receive related to providing instruction for our students. In addition, some have special education backgrounds and training that enables them to advise and support all staff members in meeting the needs of students who receive special education services.

## **CLEAR VISION, MISSION, AND PURPOSE**

### **Vision**

- Williams Unified School District is a diverse community of great people who cultivate excellence and harvest proud, respectful students.
- Williams Unified School District, una comunidad diversa de grandes personas que cultiva excelencia y cosecha estudiantes orgullosos y respetuosos.

### **Belief/ Legacy Statement of Williams Unified School District**

- We are an accomplished team of students, families, and teachers that are part of shaping our district's exciting future.

### **Motto**

- Offering Choices to Strengthen Our Voices

### **Guidelines**

- Listen to student needs
- Hire competent people
- Listen to the community

### **Priorities**

- Prepare students for college, career, and civic engagement
- Attract and retain highly qualified teachers
- Increase parent and community involvement

## **COLLABORATIVE PARTNERSHIP**

At this time (COVID Pandemic), we do most if not all collaboration for our program with district staff.

The District Food Services Department provides the program with nutritious snacks. The snacks will be claimed for reimbursement through the state nutrition services program. In the event the snacks are not reimbursable ELO-P funds will be used to purchase the snack items.

Our school nurse provides professional development regarding safety and health. In addition, our Technology coach provides Prowise and specialized technical training to the staff and our students.

The IT department provides technical problem-solving for the ELO-P program. The maintenance department manages any maintenance issues.

The staff engages, communicates, and connects parents to information and services available within the community and school.

Our district has all leaders meet monthly and provides the opportunity for general collaboration.

## **Sample Program Schedule**

### **Daily Program Schedule**

#### **School Release-3:00**

Nutritious snack break

#### **3:00-3:10**

Free physical activity break

#### **3:10-4:15**

Homework/Tutoring

District academic intervention services

#### **4:15-5:45**

Enrichment:

- Music
- Robotics
- Cooking
- Physical Education
- Arts and Crafts
- Board Games
- Technology

#### **5:45-6:00**

Clean up

Close of the day

## **CONTINUOUS QUALITY IMPROVEMENT**

The program uses multiple sources to continuously assess its strengths and challenges to improve the program. It incorporates feedback from staff, youth, parents, and K-6 partners through surveys, assessments, and evaluations. Staff demonstrates their commitment to continuous improvement daily through regular self-assessment of individual performance and attending professional development and training opportunities that expand their capacity.

## **Program Management**

The program has sound fiscal and administrative practices supported by well-defined and documented policies and procedures that meet grant requirements.

The program creates and distributes user-friendly parent handbooks that describe policies and procedures on the district website and are available in English as well as Spanish (the majority other than the English language). In addition, the program and site-level staff keep up-to-date and accessible records on all program participants.

## **General Questions**

Our ELO-P plans for sustainability are in its initial design and are evolving. It has a strong internal system with resource development and financial management, responsibilities of district office members. Early recruitment and personnel development (CBO, Administrative Assistant, data analyst, etc.) support the single, comprehensive program. Staff plans to use current funding efficiently. The staff builds broad-based community support by providing high-quality programming that is valued by children, families, schools, and the community.

## **Transitional Kindergarten and Kindergarten**

The pupil-to-staff ratio for the TK-K class is 10:1. The curriculum will be structured around social-emotional development. A focal point of the TK-K students will be to learn to identify and regulate emotions, establish and sustain their relationships with peer play, follow the rules, focus attention, and collaborate to achieve program goals. Stations for TK and K will provide students with art, manipulatives, science and discovery, writing, and dramatic play to expose students to kindergarten readiness using purposeful play.