

**BEFORE/AFTER SCHOOL PROGRAMS**

The Yolo County Board of Education and the Yolo County Office of Education desire to provide before-school and/or after-school enrichment programs that support the regular education program and provide safe, constructive alternatives for students. In order to increase academic achievement of participating students, the content of such programs shall be aligned with the County Office's vision and goals for student learning, its curriculum, and County Office and state academic standards and shall be integrated with other learning support activities.

*(cf. 0000 - Vision)*  
*(cf. 0200 - Goals for the School District)*  
*(cf. 5147 - Dropout Prevention)*  
*(cf. 5148 - Child Care and Development)*  
*(cf. 6011 - Academic Standards)*  
*(cf. 6162.52 - High School Exit Examination)*  
*(cf. 6176 - Weekend/Saturday Classes)*  
*(cf. 6177 - Summer School)*  
*(cf. 6179 - Supplemental Instruction)*

The County Office's program shall be planned through a collaborative process that includes parents/guardians, students, representatives of participating schools, governmental agencies including city and county parks and recreation departments, local law enforcement, community organizations, and, if appropriate, the private sector. (Education Code 8422, 8482.5)

*(cf. 1020 - Youth Services)*  
*(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*  
*(cf. 1700 - Relations Between Private Industry and the Schools)*

The establishment of any program shall be approved by the County Board and the site administrator of each participating school. (Education Code 8421, 8482.3)

The program shall include academic and enrichment elements in accordance with law and administrative regulation. In addition, the program may include support services that reinforce the educational component and promote student health and well-being, including, but not limited to, drug and violence prevention programs, counseling/guidance services, character education, and programs that promote parent/guardian involvement and family literacy.

*(cf. 0450 - Comprehensive Safety Plan)*  
*(cf. 5131.6 - Alcohol and Other Drugs)*  
*(cf. 6020 - Parent Involvement)*  
*(cf. 6142.3 - Civic Education)*  
*(cf. 6164.2 - Counseling/Guidance Services)*

**BEFORE/AFTER SCHOOL PROGRAMS** (continued)

A fee may be charged to participating families based on the actual cost of services. The fee may be waived or subsidized based on economic disadvantage or other critical needs in accordance with Education Code 8263 and 8350.

*(cf. 3260 - Fees and Charges)*

The County Board and the Yolo County Superintendent of Schools or designee shall monitor student participation rates and shall identify measures that shall be used to determine program effectiveness, such as outcome-based data on academic performance, attendance, and positive behavioral changes.

*(cf. 0500 - Accountability)*

*Legal Reference: (see next page)*

**BEFORE/AFTER SCHOOL PROGRAMS (continued)**

*Legal Reference:*

EDUCATION CODE

8263 Eligibility and priorities for subsidized child development services  
8350-8359.1 Programs for CalWORKS recipients  
8420-8428 21st Century After-School Program for Teens  
8460-8480 School-age community child care services  
8482-8484.6 After School Education and Safety Program  
8484.7-8484.9 21st Century Community Learning Centers  
17264 New construction; accommodation of before- and after-school programs  
35021.3 After-school physical recreation instructors  
45125 Criminal record check  
49430-49436 Nutrition standards  
49553 Free or reduced-price meals  
69530-69547.9 Cal Grant program  
UNITED STATES CODE, TITLE 20  
6314 Title I schoolwide programs  
6319 Program improvement  
7171-7176 21st Century community learning centers

*Management Resources:*

CSBA ADVISORIES

Proposition 49: New Funding for Before and After School Programs, July 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

21st Century High School After School Safety and Enrichment for Teens (ASSETS) Program Evaluation Guidebook 2005-06, July 2006

COUNCIL OF CHIEF STATE SCHOOL OFFICERS (CCSSO) PUBLICATIONS

Using NCLB Funds to Support Extended Learning Time: Opportunities for Afterschool Programs, August 2005

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Building and Sustaining After-School Programs: Successful Practices in School Board Leadership, 2005

U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE

21st Century Community Learning Centers, February 2003

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

After-School Programs: Keeping Children Safe and Smart, June 2000

WEB SITES

CSBA: <http://www.csba.org>

Academy for Educational Development, Promising Practices in Afterschool: <http://www.afterschool.org>

California Department of Education, After School Partnerships Office: <http://www.cde.ca.gov/l/ba>

California School-Age Consortium: <http://calsac.org>

Children Now: <http://www.childrennow.org>

Council of Chief State School Officers: <http://www.ccsso.org>

National School Boards Association, Extended-Day Learning Opportunities Program:

<http://www.nsba.org/edlo>

**BEFORE/AFTER SCHOOL PROGRAMS**

**After School Education and Safety (ASES) and 21st Century Community Learning Center (21st CCLC) Programs**

The Yolo County Office of Education's ASES program may serve students in grades K-9. (Education Code 8482.3)

Consistent with state funding priorities, the County Office shall, to the extent feasible, give priority to establishing ASES programs that serve students in schools in which at least 50 percent of elementary students and 50 percent of middle or junior high school students are eligible for free or reduced-price meals under the National School Lunch program.

*(cf. 3553 - Free and Reduced Price Meals)*

The County Office's 21st CCLC program may serve students in grades K-12. The program shall primarily serve students in Title I schoolwide programs, with priority given to schools that are identified for program improvement under 20 USC 6316. (20 USC 7173; Education Code 8484.8)

*(cf. 0520.2 - Title I Program Improvement Schools)*

*(cf. 6171 - Title I Programs)*

The County Office's ASES and 21st CCLC program(s) shall be operated in accordance with the following:

1. Program Elements

- a. The program shall include an educational and literacy element in which tutoring or homework assistance is provided in language arts, mathematics, history and social science, computer training, and/or science. (Education Code 8482.3)

*(cf. 6142.91 - Reading/Language Arts Instruction)*

*(cf. 6142.92 - Mathematics Instruction)*

*(cf. 6142.93 - Science Instruction)*

*(cf. 6154 - Homework/Makeup Work)*

*(cf. 6163.4 - Student Use of Technology)*

- b. The program shall include an educational enrichment element which may include, but is not limited to, fine arts, career technical education, recreation, physical fitness, and prevention activities. (Education Code 8482.3)

*(cf. 5131.6 - Alcohol and Other Drugs)*

*(cf. 5131.62 - Tobacco)*

*(cf. 6142.6 - Visual and Performing Arts)*

*(cf. 6142.7 - Physical Education)*

*(cf. 6178 - Career Technical Education)*

**BEFORE/AFTER SCHOOL PROGRAMS** (continued)

2. Nutrition

- a. If snacks are made available in the program, they shall conform to state nutrition standards specified in Education Code 49430-49436. (Education Code 8482.3)

*(cf. 3554 - Other Food Sales)*

*(cf. 5030 - Student Wellness)*

- b. The County Office's before-school program shall offer a breakfast meal as described in Education Code 49553 for all program participants. (Education Code 8483.1)

*(cf. 3550 - Food Service/Child Nutrition Program)*

3. Location of Program

- a. The program may be offered at one or multiple school sites and/or at an easily available and accessible off-campus facility. (Education Code 8482.3)
- b. When there is a significant barrier to student participation in either the before-school or after-school component of a program at the school of attendance, the County Office may, with the approval of the Superintendent of Public Instruction, provide services at another school site. A significant barrier includes either of the following: (Education Code 8482.8)

- (1) Fewer than 20 students participating in the program component

- (2) Extreme transportation constraints, including, but not limited to, desegregation busing, busing for magnet or open enrollment schools, or student dependence on public transportation

In such cases, the County Office shall arrange for safe, supervised transportation between school sites; ensure communication among staff in the regular school program, staff in the before-school or after-school program, and parents/guardians; and ensure alignment of the educational and literacy elements with the regular school program of participating students. (Education Code 8482.8)

*(cf. 3540 - Transportation)*

4. Staffing

**BEFORE/AFTER SCHOOL PROGRAMS** (continued)

- a. All staff members who directly supervise students shall, at a minimum, meet the qualifications for an instructional aide. (Education Code 8483.4)

*(cf. 4222 - Teacher Aides/Paraprofessionals)*

- b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in law and County Office policy. (Education Code 8483.4)

*(cf. 1240 - Volunteer Assistance)*

*(cf. 4112.4/4212.4/4312.4 - Health Examinations)*

*(cf. 4112.5/4312.5 - Criminal Record Check)*

*(cf. 4212.5 - Criminal Record Check)*

- c. The student-to-staff ratio shall be no more than 20 to 1. (Education Code 8483.4)

**5. Hours of Operation**

- a. A before-school program shall not operate for less than one and one-half hours per regular school day. (Education Code 8483.1)
- b. An after-school program shall begin immediately upon the conclusion of the regular school day and shall operate a minimum of 15 hours per week and at least until 6 p.m. on every regular school day. (Education Code 8483)
- c. A program may be offered during summer, intersession, or vacation days for a minimum of two hours per day for the before-school program or three hours per day for the after-school program. However, when both before-school and after-school programs are offered for the same students on such days, they shall be operated for a minimum of four and one-half hours per day. (Education Code 8483, 8483.1, 8483.2)
- d. Each student admitted into a County Office program shall be expected to attend the full number of hours that the program is in operation every day that he/she participates. However, when necessary, a student's parent/guardian may request, in writing, that the Yolo County Superintendent of Schools or designee approve the reasonable late daily arrival of his/her child for the before-school program or the reasonable early daily release of his/her child from the after-school program. The County Superintendent or designee shall not approve such a request if the student would be attending less than one-half of the daily program hours.

**6. Admissions**

**BEFORE/AFTER SCHOOL PROGRAMS** (continued)

- a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity. (Education Code 8482.6)
- b. If the number of students wishing to participate in the program exceeds program capacity, students shall be selected for enrollment based on the following guidelines:
  - (1) Priority for enrollment of middle or junior high school students shall be given to students who attend daily. (Education Code 8483, 8483.1)
  - (2) Priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with County Office policy or administrative regulations.

*(cf. 5149 - At-Risk Students)*  
*(cf. 6179 - Supplemental Instruction)*

- (3) Any remaining capacity shall be filled by students selected at random.
- (4) A waiting list shall be established to accommodate additional students if space becomes available.

**21st Century High School After School Safety and Enrichment for Teens (ASSETs) Program**

The County Office's ASSETs program may serve students in grades 9-12. (Education Code 8421)

When feasible, priority shall be placed on establishing programs that serve students in schools that are ranked in deciles 1-3 on the most recent Academic Performance Index (API).

*(cf. 0520.1 - High Priority Schools Grant Program)*  
*(cf. 0520.4 - Quality Education Investment Schools)*

The program shall be operated in accordance with the following:

- 1. Program Elements
  - a. The program shall include an academic assistance element that is aligned with the regular academic program and includes, but is not limited to, at least one of the following: (Education Code 8421)
    - (1) Preparation for the high school exit examination

**BEFORE/AFTER SCHOOL PROGRAMS** (continued)

*(cf. 6162.52 - High School Exit Examination)*

- (2) Tutoring
  - (3) Homework assistance
  - (4) College preparation, including information about the Cal Grant program pursuant to Education Code 69530-69547.9
- b. The program shall include an enrichment element that may include, but is not limited to, community service, career technical education, job readiness, opportunities for mentoring and tutoring younger students, service learning, arts, computer and technology training, physical fitness, and recreation activities. (Education Code 8421)

*(cf. 6142.4 - Service Learning/Community Service Classes)*

- c. The program shall include a nutritional snack and a physical activity element. (Education Code 8423)
  - d. The County Superintendent or designee shall assess students' preferences for program activities. (Education Code 8423)
2. Location of Program
- a. The County Office's program may operate on one or multiple school sites or at another location approved by the California Department of Education (CDE). (Education Code 8421)
  - b. If applying for a location off school grounds, the County Superintendent or designee shall ensure that safe transportation is available for students, if necessary, and the program is at least as available and accessible as similar programs conducted on school sites. (Education Code 8421)
3. Hours of Operation
- a. The County Office's program shall operate for a minimum of 15 hours per week. (Education Code 8421)
  - b. The County Office's program may be operated either after school only or for any combination of after school, before school, weekends, summer, intersession, and vacations. (Education Code 8422)



## **BEFORE/AFTER SCHOOL PROGRAMS** (continued)

### **Volunteers**

The County Superintendent or designee may establish a registry of volunteer after-school physical recreation instructors and other before- and after-school program volunteers. (Education Code 35021.3)

To be included in the registry, a volunteer shall submit to a criminal background check pursuant to Education Code 45125. He/she also shall submit current contact information to the County Office and shall update that information whenever the information changes. (Education Code 35021.3)

The County Superintendent or designee may use a volunteer registered with the County Office or may select another person to provide physical recreation to students after school hours or to provide other services. (Education Code 35021.3)

### **Reports**

The County Superintendent or designee shall annually submit to the CDE outcome-based data on academic performance, attendance, and positive behavioral changes, including, but not limited to: (Education Code 8427, 8482.3, 8484)

1. Participating students' school day attendance on an annual basis
2. Program attendance
3. One or more of the following measures of program effectiveness based on the individual program's focus:
  - a. Positive behavioral changes, as reported by school day teachers or program staff who directly supervise students
  - b. Standardized Testing and Reporting (STAR) test scores

*(cf. 6162.51 - Standardized Testing and Reporting Program)*

- c. Homework completion rates as reported by school day teachers or program staff who directly supervise students
- d. Skill development as reported by school day teachers or program staff who directly supervise students
- e. Any other measures developed by the CDE

**BEFORE/AFTER SCHOOL PROGRAMS** (continued)

4. To the extent possible, performance of participating students on the high school exit exam and graduation rates

*(cf. 0500 - Accountability)*