

HOURS OF OPERATION:

NUESTRO Elementary's Expanded Learning Opportunities Program (ELOP) operates from regular day dismissal to 5:30pm on all student attendance days and from _____ to _____ on the following school holidays and student non-attendance days:

- _____ Summer Break
- _____ Christmas Break
- _____ Thanksgiving Break
- _____ Spring Break
- _____ Saturday School
- _____ Teacher In-Service Days

ATTENDANCE REQUIREMENTS:

There are no attendance requirements for this program.

SIGN IN/OUT PROCEDURES:

An authorized individual listed on the emergency contact list must sign all students out each day. Photo ID's will be checked when a new staff or authorized individual is facilitating the pick-up of students. **FOR YOUR CHILD'S SAFETY, THESE RULES ARE STRICTLY ENFORCED.**

HEALTHY SNACK/MEAL:

A healthy snack/meal program will be provided to each student based on USDA guidelines. Please refer to the attached sample menu for examples of meals provided. (see attachment)

ACADEMIC HOUR:

Approximately 60 minutes will be set aside each day for students to complete assigned homework. This time is a priority above all other activities in our Expanded Learning Programs. Academic Hour classes offer quiet, safe environments for students to complete their homework in a timely manner. This is an independent study opportunity. Tutoring is not offered in our Expanded Learning Programs.

ENRICHMENT ACTIVITIES:

Our ELOP staff focus on making connections to the regular school day curriculum, introducing students to new ideas, and developing the talents and interests of each student. Enrichment activities encourage exploration and learning in creative ways. The activities are based on students' needs and interests. Activities include, but are not limited to, STEM, arts and theater, healthy living, crafts, music, career awareness, technology, and community service learning.

RECREATION:

SPARK and Skillastics curriculum are used for physical education activities, as well as, offering a variety of other physical activities and team sports opportunities.

BEHAVIOR MANAGEMENT/DISCIPLINE PROCEDURES:

All ELOP personnel treat students in a fair and impartial manner by modeling the appropriate behaviors of mentors and teachers when leading activities with students. "Positive discipline" protocols are used to redirect students to avoid disruptive behavior and increase responsible choices and student cooperation. All ELOP sites have simple, clearly defined classroom agreements that align with the regular day but are flexible and accessible to ensure inclusion for all students participating in the program. ELOP staff monitor student behavior to ensure that all children are safe, treated with respect, and valued for their individuality.

PROFESSIONAL DEVELOPMENT CLOSURES DAYS:

All ELO Programs are entitled to three Professional Development days per school year. Parents will give a minimum of two weeks notice before any site closures.

WAITLIST POLICY:

If the number of students wishing to participate in the program exceeds program capability, students shall be selected for enrollment based on the following guidelines:

1. First priority for enrollment shall be given to unduplicated students, which include, homeless and foster youth, English language learners, and economically disadvantaged students. The district is not required to disenroll a current student to secure the enrollment of a student who has priority for enrollment.
2. Second priority for enrollment shall be given to students selected on a "needs basis".
3. All remaining students shall be placed on a waitlist that will be established to accommodate additional students, if space becomes available.