

Recommendation 3: Disseminate and Centralize Tools and Other Resources

Resources

- Workgroup
- Platform for housing tools/materials
- Template for tools

Category

- PD
- TA
- CQI
- Data

Targeted Audience

- LEAs
- CBOs
- Site Leaders/Coordinators/Directors
- Program Managers

Suggested Timeline

- To begin in FY 18–19
- FY 19–20 Q1: Tools and materials made available

Additional Considerations

- Start with existing resources and centralize content. Examples of tools/campaigns available to the field and widely used include:
 - After School Alliance Fact Sheet (21st CCLC Providing Locally Designed After School and Summer Learning Programs)
 - After School Alliance Fact Sheet (After School in CA)
 - CA Vital Signs (STEM Info Sheet)
 - CAN Campaign for Quality (series of videos, tools, webinars, etc. around the Quality Self-Assessment Tool)
 - After School Program Guide to the SNAP-Ed Program
 - CAN Nutrition and Physical Activity Committee through CA Department of Public Health grant (tip sheets specific to site coordinators regarding physical fitness education and nutrition)
- The selecting and vetting of content may be done by:
 - EXLD
 - TA Providers
 - Regional consortiums
- Develop visuals/flowcharts for site level processes (i.e. CQI)

Recommendation 3: Disseminate and Centralize Tools and Other Resources

- Need to take into account workgroup development and materials location. Prefer EXLD-convened versus TA Providers, it carries more influence. The EXLD needs to be the nexus for information.
- Materials should be available in print and virtually; everything should be centralized on EXLD website and COE websites.
- Information can also be provided during Program Director meetings, grant trainings (handouts, etc.)
- Need to ensure information is available to all site level staff and work towards participation of site staff in events such as BOOST Conference, Symposiums, regional meetings, conferences, etc.
- Attendance at Program Manager Meetings (including county-wide meetings) should be strongly encouraged. The intent is to share information and promote collaboration. This is critical to building capacity and quality.
- Develop a standard strategy/tool for Statewide TA Contractors to share scope of work.
- COEs should link to EXLD Web page. Websites should be up-to-date regarding grant requirements, employment opportunities, etc.
- Provide guidance to Regional Teams to disseminate information to local level. Build in a system of accountability to ensure the pertinent information is relayed to EXLPs.

Next Steps

These recommendations have been submitted for consideration to the California Department of Education, EXLD. In most instances, implementation of these recommendations will provide additional opportunities for engagement with stakeholder groups.

Presentations

The committee's recommendations will be presented in several settings. EXLD may take into account feedback from these groups, as well as prioritization and feasibility when considering implementation of these recommendations. Presentations will include but will not be limited to:

- SSEL Meetings
- Before and After School Advisory Committee
- Presentations/Webinars for Expanded Learning Field

Potential Future Committees/Workgroups

The EXLD often implements such recommendations through various work groups and committees. These groups typically are co-led by someone within EXLD and someone from the field and the group is comprised of a mix of EXLD staff and stakeholders. Some of these recommendations build on existing work including work in progress by existing workgroups. Where appropriate, members from the QDT may be invited to participate in these groups. In other instances recommendations may require the formation of new groups. EXLD will, either themselves, or with partners, convene co-led groups that incorporate QDT members and other stakeholders. Potential future committees/workgroups may include:

- Workforce Development
- Data Design and Analysis Workgroup
- Leadership Competency Workgroup
- Promising Practice Vetting Workgroup

Key Terms

CBO—refers to Community-Based Organization

CDE—refers to California Department of Education

CoP—refers to Community of Practice

CQI—refers to Continuous Quality Improvement

EXLD—refers to the Expanded Learning Division

EXLP—refers to an expanded learning program that focuses on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on engaging learning experiences. EXLPs are pupil-centered, results driven, include community partners, and complement, but do not replicate learning activities in the regular school day and school year (*EC Section 8482.1(a)*).

FY—refers to Fiscal Year

Grantee—refers to expanded learning programs that receive federal funding for 21st Century Community Learning Centers (21st CCLC and 21st Century High School After School Safety and Enrichment for Teens [ASSETs] Program) sites and/or state funding for After School Education and Safety (ASES) sites in their counties.

LEA—refers to Local Educational Agency

PD—refers to Professional Development

Program Director—refers to a staff person that generally oversees the site coordinator. This term can vary region to region, some other terms used includes, but is not limited to, regional manager, region director, grant manager, etc.

Q—refers to Quarter

QDT—refers to Quality Design Team

Regional County Lead/Staff—refers to County Office of Education personnel that currently receives System of Support for Expanded Learning funding from a grant administered by the California Department of Education.

Regional Teams—refers to County Office of Education personnel and Expanded Learning Division personnel that are assigned to a region and/or county/counties and provide technical assistance to expanded learning programs.

Site Coordinator— refers to a staff person that generally oversees one site.

SSEL—refers to the System of Support for Expanded Learning. The purpose of the California (SSEL) is to build the capacity of Expanded Learning programs to meet all grant requirements defined in California statute and to promote high quality programs and services. The SSEL consists of EXLD staff, designated County Leads/Staff and contracted TA Providers.

SSEL Ecosystem— refers to the SSEL as well as statewide TA contractors, students, practitioners, TA providers, LEAs, schools, agencies, and other partners that are part of the expanded learning field.

TA—refers to technical assistance. TA has been defined as ongoing, needs-driven support services to create effective and quality Expanded Learning programs. TA includes coaching, training, resource brokering, mentoring, consultation, and facilitation.

TA Providers—refers to individuals, organizations, and associations that provide technical assistance to support expanded learning programs.