

# LODI UNIFIED SCHOOL DISTRICT

## Rule 5148.2

### Students

#### Before and After School Programs

The District's After School Education and Safety (ASES) program or 21<sup>st</sup> Century Community Learning Center (21<sup>st</sup> CCLC) program shall serve students in any of grades K-9 as the District may determine based on local needs.

Because priority for state ASES funding is given to programs that serve students in schools in which at least 50 percent of elementary and 50 percent of middle school students are eligible for free or reduced-priced meals under the National School Lunch Program, the District shall, to the extent feasible, establish programs in schools that meet that criteria.

The ASES program 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.
  - 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.
2. Nutrition
  - a. If snacks are made available in the program, they shall conform to state nutrition standards.
3. Location of Program
  - a. The program may be offered at one or multiple school sites.
4. Staffing
  - a. All staff members who directly supervise students shall, at a minimum, meet the qualifications of an instructional aide.

- b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in law and Board policy.
- c. The student-to-staff ratio shall be no more than 20 to 1.

#### 5. Hours of Operation

- a. 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. Middle school students must participate in at least 3 days a week for a total 9 hours per week.
- b. Each student admitted into a program shall be expected to attend the full number of hours the program is in operation each day that he/she participates. However, when necessary, a student's parent/guardian may arrange a reasonable early release by meeting with the ASES administrator or designee, and signing the appropriate form(s).

#### 6. Admissions

- a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity.
- 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) First priority for enrollment shall be given to students who are identified as homeless youth, as defined by the McKinney-Vento Homeless Assistance Act (42 USC 11434a), at the time they apply for enrollment or at any time during the school year and to students who are identified by the program as being in foster care.

The District is not required to disenroll a current student in order to secure the enrollment of a student who has priority for enrollment.

The District shall inform the parent/guardian of a homeless or foster youth of the right of the child to receive priority enrollment and how to request priority enrollment.

- 2) Second priority for enrollment of middle or junior high school students shall be given to students who attend daily.

- 3) Third priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with Board policy or rule.
- 4) Any remaining capacity shall be filled by students selected at random.
- 5) A waiting list shall be established to accommodate additional students if space becomes available.

7. Attendance/Early Release

- a. Each student admitted into a District program shall be expected to attend the full number of hours that the program is in operation every day that he/she participates.
- b. When necessary, a student's parent/guardian may request, in writing, that the Superintendent 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 Superintendent or designee shall not approve such a request if the student would be attending less than one-half of the daily program hours.

Rule

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