

QUALITY IMPROVEMENT WORK PLAN

Date: 02.09.2023

Program Name: After School

Program Site: Eliot Elementary School

Program Director: Bertha Perez

Site Coordinator: Ashley Grajales

QUALITY STANDARD DEVELOPMENT AREAS (check those that apply):

Point-of-Service Areas

- Safe & Supportive Environment
- Youth Voice & Leadership

Programmatic Areas

- Quality Staff
- Continuous Quality Improvement

- Active & Engaged Learning
- Healthy Choice & Behaviors
- Clear Vision & Mission
- Program Management

- Skill Building
- Diversity, Equity & Access
- Collaborative Partnerships
- Sustainability

INDICATOR(S) (Pick no more than 1-3 indicators within a quality standard area(s):

| Action Strategies/Activities | 1-high 2-med 3-low | Who's Responsible? Name of team member(s) and role(s)? | Expected Change (What do you hope to accomplish?) | Evidence of Change (How will you evaluate your work?) | TIMELINE | | |
|---|--------------------------|---|--|--|----------------|----------------|----------------|
| | Priority Rank | | | | Within 30 Days | Within 60 Days | Within 90 Days |
| <u>Safe and Supportive Environment</u> Eliot will continue to keep a good and positive connection within the classroom communities including leaders and students. The teams will learn how to communicate in a more positive way with one another by having community circles and learning to be more patient with one another. | 1 | Ashley Grajales (SC) Laura Romo (ASC) Gladis Perez (PL) Yareli Huitron (PL) Lisber Morales (PL) Lizeth Pina (PL) Jacqueline Gonzalez (PL) Monica Bucio (PL) Kathryn Rios (PL) Indra Aradillas (PL) | What we hope to accomplish by having a safe and supportive environment is for our students to feel welcomed and supported. We want to make sure to give students a safe place where they can come in and talk to us and have someone they can trust. | We will evaluate with our monthly surveys where students answer whether or not they feel safe and how things can be better in the classroom. | | | X |
| <u>Program Management</u> Eliot will continue the quality of the program management by having well defined documents such as seating charts & lesson plans. Also by getting paperwork turned in ahead of time we make sure that we are preparing for the week. The Eliot team will | 3 | Ashley Grajales (SC) Laura Romo (ASC) Gladis Perez (PL) Yareli Huitron (PL) Lisber Morales (PL) Lizeth Pina (PL) | What we hope to accomplish by having good program management is to be prepared. We hope that by getting all of our paperwork done ahead of time that we are able to leave a concrete plan on how things are running in the classroom in case | We will evaluate the program management by making sure that PLs are asking questions and getting answers that will help them develop the program management skills. We will also | X | | |

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|--|---|---|--|--|--|---|--|
| also have bi weekly meetings to ensure that all leaders are getting continuous updates and changes on things we need to better. Eliot will also make sure that we have staff attending training to ensure our program is running smoothly. | | Jacqueline Gonzalez (PL) Monica Bucio (PL) Kathryn Rios (PL) Indra Aradillas (PL) | of any subs. We also hope that by bettering our program management we are able to create structure. | evaluate the work by doing staff observations and evaluations. | | | |
| <u>Collaborative Partnership</u> Eliot will continue to implement active and engaging learning by adapting our curriculum in a more hands- on experience. Eliot will also adapt new enrichment such as Be The Change which is an engaging curriculum. | 2 | Ashley Grajales (SC) Laura Romo (ASC) Gladis Perez (PL) Yareli Huitron (PL) Lisber Morales (PL) Lizeth Pina (PL) Jacqueline Gonzalez (PL) Monica Bucio (PL) Kathryn Rios (PL) Indra Aradillas (PL) | What we hope to accomplish with active and engaging learning is that we better our class and program communication. We hope to be able to achieve a sense of community and teamwork to help students interact with each other in a positive way. | We will evaluate our work by doing data assessment during class curriculum by Be The Change. We will also evaluate the work by checking in with the leaders individually to see how they are implementing curriculums and clubs in a hands-on way. | | X | |
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| * Technical Assistance Needed: | | | | | | | |

*CALL/EMAIL FOR ASSISTANCE: Santa Clara County - Mara Wold, mwold@monterey.k12.ca.us or 408-313-6059; Santa Cruz, San Benito, Monterey – Lety Gomez-Gong, letyregion5@gmail.com or 831-809-8016.