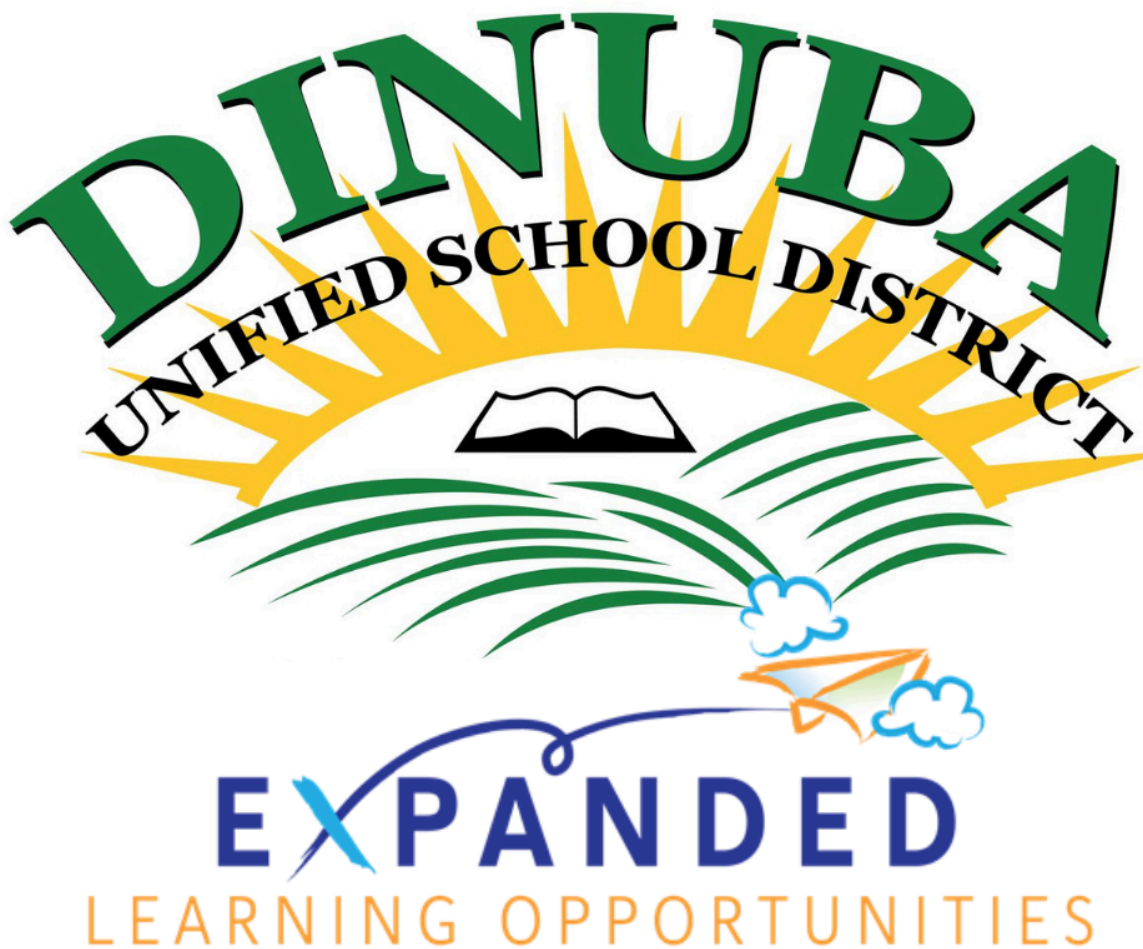


Dinuba Unified's Expanded Learning Opportunities Program Handbook



2026 - 2027

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About Our Program

Mission

The Dinuba Unified Expanded Learning Program is committed to creating hands-on learning opportunities that spark curiosity, foster creativity, and encourage students to explore the possibilities of their future.

Vision

The Dinuba Unified Expanded Learning Program envisions a future in which all students have access to high-quality, hands-on learning experiences that broaden their perspectives, strengthen essential skills, and prepare them to pursue academic, career, and life opportunities with confidence.

Who



The Expanded Learning Opportunities program encompasses multiple community partnerships, which help us provide staff and curriculum for students. Our after-school programs are powered by Tulare County's Choices Program (1st - 8th grade), City of Dinuba Parks and Recreation (1st - 5th grade), and Pro Youth (TK/K). Our enrichment opportunities are led by Dinuba Unified teachers and various community partners with specialized expertise. All of our partners are referred to as "agents" in the liability waiver. For our families, the one comprehensive program that they enroll in is the **Expanded Learning Opportunities Program (ELOP)**. Under this umbrella are all staff members and services available to students after enrollment.

Staff Clearance

All staff working in Dinuba's Expanded Learning program must complete the following requirements **before** working with children:

1. I9 documents submitted
2. Livescan background check cleared (DOJ & FBI)
3. Tuberculosis (TB) risk assessment or clearance (within 4 years)
4. CPR & First Aid certified
5. Keenan Training complete: (administered by Dinuba HR department)
 - BullyBullying: Recognition and Response (57 minutes)
 - Mandated Reporter: Child Abuse and Neglect (60 min)
 - Sexual Harassment Prevention for Non-Managers (51 minutes)
 - Sexual Harassment Staff-to-Staff (17 minutes)
 - Sexual Misconduct: Staff-to-Student (37 minutes)
 - Title IX Compliance Overview (29 minutes)
 - Youth Suicide Awareness, Prevention, and Postvention (67 minutes)
6. FERPA: Confidentiality of Records (18 minutes)
 - Total = 5.6 hours
7. Possible other trainings as needed

Staff Professional Development

To support continuous quality improvement, Expanded Learning staff are required to participate in ongoing professional development opportunities. Completion of all required trainings is mandatory and a condition of continued employment within the Expanded Learning Program:

- All program staff training - Fall semester
- All program staff training - Spring semester
- Monthly safety drills

- Medical-related trainings as needed (Health 101, emergency medications, specific health conditions, medication protocols, etc)
- Behavioral and social-emotional support trainings as needed
- Other provider-specific trainings

Dinuba Unified's Expanded Learning Team

MEET YOUR ELOP TEAM



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Program Structure

Hours of Operation

The program's hours of operation during the school year are Monday - Friday from dismissal to 6 pm. The program operates for 181 school days + 30 additional 9-hour days during the summer or intersessions.

6-Week Sessions

Once families register for the Expanded Learning program, they do not need to re-register until April for the following school year. Once in the program, families are welcome to register their child for Expanded Learning clubs. To organize our clubs, the school year is broken into six 6-week sessions. Registrations are continuous and take place on 6Crickets.com. Meaning, if your child is registered for a club during session 1 and wants to continue that same club for session 2, the student will need to be re-registered for session 2. Students **must be** enrolled in the Expanded Learning program to access other Expanded Learning clubs or activities. Below are the session dates for the 26/27 school year.

Session 1: 8/17/26 - 9/25/26

Session 2: 9/28/26 - 11/6/26

Session 3: 11/9/26 - 12/18/26

Session 4: 1/11/27 - 2/19/27

Session 5: 2/22/27 - 4/9/27

Session 6: 4/12/27 - 5/21/27

Intersession Opportunities

In addition to the opportunities available during the school year, we provide 30 9-hour days for TK-6th grade students. Some of the experiences previously offered include our Summer Learning Academy and Fresno Pacific Sports Camp. These experiences will vary by year to maintain student interest and variety. During 26/27, we will be hosting:

- Summer Learning Academy
June 3, 2026 - June 24, 2026 (except June 19, 2026)
- TK/K Jump Start Summer Program
June 3, 2026 - July 22, 2026 (except June 19 and July 3, 2026)
- Fresno Pacific Sports Camp
July 6, 2026 - July 10, 2026
- *Fresno Chafee Zoo Camp*
July 20, 2026 - July 24, 2026

- Cosmic Camp
July 27, 2026 - July 31, 2026

Each school year, the Expanded Learning program will provide 30 9-hour additional days for TK-6th grade students.

Field Trips

Field trips are an important part of the Expanded Learning Opportunities Program (ELO-P). Field trips provide students with meaningful opportunities to make real-world connections and deepen their academic, cultural, and social development. Past and potential destinations include Fresno Pacific University, Yosemite National Forest, Rawhide Baseball Stadium, Fresno State's Downing Planetarium, and the Kingsburg Historical Museum.

All field trips must be directly aligned to the academic or enrichment components of the program and must demonstrate a clear educational purpose. Entertainment-only trips are not permitted.

To ensure state compliance, all proposed field trips must be submitted to the ELOP Department using the Expanded Learning Field Trip Application Packet. Each trip is reviewed for educational alignment, vetted for safety, and submitted for board approval. Community Partners must include lesson plans and supporting documentation that demonstrate alignment to program goals, along with student permission slips.

The district coordinates transportation, meals, and admission for all approved trips. Community Partners are responsible for supplying qualified chaperones and maintaining a 1:10 student-to-staff ratio. The district will help with chaperones by providing a list of cleared parents or guardians. All field trips must adhere to district policies and procedures related to student safety, supervision, and transportation.

Parent/Guardian Chaperones and Volunteers

Parents and guardians, we invite you to become a part of your child's Expanded Learning journey by becoming a chaperone or volunteer. First, parents should express interest in their child's program registration packet. After your child has joined the program, Site Leads will reach out and provide you with the proper packet.

Parents/guardians interested in volunteering or chaperoning must complete the following steps:

1. Complete the Required Packet
Fill out all forms in the Volunteer/Chaperone Packet, including personal

information and agreement forms.

2. Review and Sign All Agreements
 - Volunteer/Chaperone Agreement
 - Confidentiality Agreement
 - Drug-Free Activities Acknowledgment
3. Provide Valid Identification
Submit a copy of a valid (not expired) California Driver's License or California ID.
4. Complete Background Clearance
 - Indicate fingerprinting status with the Dinuba Unified School District (Parent/guardian is responsible for Livescan expenses)
 - All volunteers/chaperones are subject to background clearance (including Megan's Law check)
5. Submit Your Packet
Turn in your completed packet and required documents to the Expanded Learning Site Lead at your child's school. Incomplete packets will not be processed.
6. Receive District Approval
All volunteers and chaperones must be approved before participating in trips, events, or activities. Approval is at the discretion of the district.

Family Engagement

During each 6-week session, families are invited to come onto campus for Expanded Learning Parent Nights. These are opportunities for families to learn about the program, admire student work, connect with Expanded Learning staff, provide program feedback, and get in-person assistance with registering for new opportunities. These events take place once every 6 week session in the cafeteria on campuses from 4 - 6 pm.

Capacity

Spots in the program will be prioritized for children who are English learners, in foster care, or homeless. If your child would like to stay after school to *only attend* a club, supervision is available from a Dinuba Unified Yard Aid. Each Yard Aid can supervise up to 20 students. All families are expected to adhere to program policies. Below are the number of available spots per campus.

- Roosevelt: 240 TK - 5th-grade students
- Kennedy: 240 TK - 5th-grade students

- Jefferson: 240 TK - 5th-grade students
- Wilson: 240 TK - 5th-grade students
- Lincoln: 240 TK - 5th-grade students
- Grand View: 200 TK - 5th-grade students
- Washington Intermediate: 120 6 - 8th-grade students
- Dinuba Intermediate: 120 6 - 8th-grade students
- Total capacity = 1,640 TK - 8th grade students

Registration Process

Registration Timeline for After-School Program:

Registrations for all grade levels will open in April or May for the next school year. For 26/27, registration will open on May 4, 2026 at 8 am. Registration will be posted on the district and school websites, Parent Square, social media, and paper flyers.

Registrations take place on the after-school platform, **6 Crickets**. Once families get to the online registration, they will see three program options:

TK/K



1st - 5th



6th - 8th



Parents will add the program to their digital cart, answer the Expanded Learning program questions, and “check out”. After checkout, parents will receive a confirmation email. Parents will receive a confirmation call from a program lead over the summer to confirm their child’s official start date. **Students are not officially registered until they receive their start date phone call.** Once families successfully enroll in the after-school program, they are cleared to attend the program all year. For clubs, families will need to re-register their child for each 6-week session.

Needs and Accommodations

The Expanded Learning program provides after-school opportunities for students of all backgrounds, needs, and abilities. Here are a few ways in which we offer support for all:

- Priority registrations: English learners, foster care, and homeless youth
- Needs and Accommodations applicant processing: Once a student with needs or accommodations registers for the program, staff meet with Learning Directors, Counselors, Student Services, or School Psychologists to fully understand the child’s accommodations in place during the daytime program. This provides after-school guidance on how to offer the same supports and be prepared to provide the best level of care possible to the child **before** they begin the program.
- After-school nursing staff: Daytime nursing staff remains on campus until 4:30 pm each day. Once they leave, Expanded Learning nurses rotate between all sites and are “on-call” for after-school emergencies or injuries.
- After-school specialized aids: Each campus will have one staff member who can provide specialized support.
- Ongoing collaboration with daytime administration and Student Services: As supports are implemented, Expanded Learning continues to share information with daytime administration, Student Services, and parents to ensure children have what they need to be physically safe and emotionally supported during the program.

- Parent meetings as needed: Expanded Learning staff may set up meetings or contact parents directly as concerns or questions arise.
- Specialized training as needed: Expanded Learning staff can also receive specialized training through the county office or district departments if specialized support is needed after school.

Medication/First-aid/Illness Procedures

Students who require medical care or medication are welcome into the program. Students will not be able to attend the Expanded Learning program until all necessary medications or care are in place. Here is the process to ensure all students have what they need **before** starting the program:

1. Parent indicates a need on the registration form
2. Expanded Learning leads and nurses work together to contact parents to learn more
3. Parents provide a copy of the child's medication and the medication-at-school form for the after-school program to keep on hand in a secure lockbox.
 - During the summer, parents can deliver medications and forms to: 1027 E Sierra Way, Dinuba, CA 93618, in the main office of the South campus between the hours of 8 am - 5 pm
 - During the school year, parents can deliver medications and forms to the school's front office and inform the front office staff that they are for the Expanded Learning program.
4. All medication will be labelled, bagged, and filed in after-school lockboxes by Expanded Learning nurses.

All medications must be in their original containers with the original labels intact, along with the Dinuba medication-at-school form. Only trained after-school staff members will administer emergency EPI-Pens or inhalers. Trained staff can also provide CPR, basic first aid, ice packs, and bandages when necessary. If students are feeling sick or are injured, staff will notify a nurse, contact parents/guardians, and, in some cases, the child may need to be picked up before the program ends, depending on the severity. Failure to provide after-school medications and forms may delay your child's start date in the program.

Custody/Court Order Paperwork

If your child has specific or court-ordered pickup arrangements, parents must provide written copies of the court order or pickup arrangements to the Expanded Learning

program. The after-school platform, 6 Crickets, integrates with PowerSchool and will be used by staff to confirm pickup persons during after-school pick-ups. After parents/guardians update contacts in PowerSchool or provide court-order paperwork/pick-up accommodations, after-school staff will confirm the changes with daytime front office staff and document the arrangements in 6 Crickets. Only legal guardians can edit contacts in PowerSchool or update pick-up arrangements. Please allow 24 hours for PowerSchool changes to reflect in 6 Crickets. Below is the process to ensure pick-up and custody arrangements are properly communicated to after-school:

1. Legal guardians contact the after-school program at their child's site with documentation of a court order or written arrangements.
2. After-school leads confirm updates with front office staff.
3. After-school staff add a note to 6 Crickets and abide by court-ordered or written pick-up arrangements the following day.
 - During the summer, parents can deliver court-ordered paperwork or written arrangements to: 1027 E Sierra Way, Dinuba, CA 93618, in the main office of the South campus between the hours of 8 am - 5 pm
 - During the school year, parents may deliver court-ordered paperwork or written arrangements to the Expanded Learning district leads at the school site between 2 and 6 pm. Front office staff will also be able to assist if you need to drop off paperwork during the school day. Please let them know that the paperwork is for Expanded Learning.

Failure to provide court order paperwork or written arrangements to the Expanded Learning program may cause confusion or mistakes at pick-up. Neither the district nor our community partners are liable for confusion or mistakes at pick-up regarding court order paperwork or written arrangements without proper notice.

Ongoing Registrations

The Expanded Learning program will keep current school-year registrations open year-round. Parents can visit the district website at any point to register for the program. As spots fill up, parents can join the waitlist. Site Leads will audit attendance and call waitlisted families every month to provide updates. Families are not confirmed in the program until they receive the start date phone call. Registration support is available in-person every afternoon during program hours or at parent nights.

Attendance Policy

3 Days a Week Minimum

To honor the number of spots available, Dinuba Unified requires children registered in the Expanded Learning program to attend at least 3 days per week for at least 1 hour per day.

If your child would like to stay after school to only attend a club, supervision is available. Students who attend only the club will be checked in, fed supper, supervised, escorted to the club, and signed out to guardians by an Expanded Learning Yard Duty Aid. Families can communicate their supervision needs on the club registration form. Spots are limited.

Audits

Program leads will make phone calls to families who are not complying with the attendance policy once a month. If families cannot comply with the policy, your child will be removed from the program. If families are unresponsive, emails and texts will follow. After 3 phone calls, 1 text, and 1 email, leads will remove the child from the program, followed by a confirmation email. This is to ensure all program spots are filled by families who can attend regularly. Program leads will also provide waitlisted families with updates during these audits. Children will not be removed from or added to the program without prior contact with the guardian.

Club Policies

Club Structure

Children enrolled in the Expanded Learning Opportunities program have the privilege of participating in a robust menu of clubs and activities after school. The Expanded Learning clubs are operated by community partners and DUSD-certified teachers. The clubs operate from 3:15 - 4:15 pm (1 hour), 4:15 - 5:15 pm (1 hour), or 3:15 - 5:15 pm (2 hours) within the 6-week session dates (26/27) listed below:

Session 1: 8/17/26 - 9/25/26

Session 2: 9/28/26 - 11/6/26

Session 3: 11/9/26 - 12/18/26

Session 4: 1/11/27 - 2/19/27

Session 5: 2/22/27 - 4/9/27

Session 6: 4/12/27 - 5/21/27

If your child would like to continue in a club throughout the year, they will need to be re-registered for **each session**. Please attend our after-school parent nights, or check out our universal club link on the district website to see which clubs are offered at your child's school each session.

Commitment Policy

Students will need to demonstrate commitment to the opportunities and clubs they are registered for. Children will have the chance to learn about club offerings during preview weeks. Staff will present each club, let students decide with their peers which they would like to join, take flyers home to register, and still have the first week to visit or try the club they want to join. After preview weeks, students need to decide and commit to their choice. Students need to attend their club regularly, or they will be asked to unenroll. This is to ensure students who truly want to be in clubs have the opportunity to join. Students may un-enroll from clubs if they no longer wish to participate. If they un-enroll from a club, they can not rejoin that same club until the next session, but they can join a new one. Parents or students can get assistance with joining or dropping clubs by contacting their District Site Lead. If students inform the District Lead of a desired club change, Site Leads will contact parents before making any additions or deletions to clubs.

Double-booking Policy

Students cannot be "double-booked" in clubs with conflicting days. For example, if student A wants to be in dance (Tuesdays & **Thursdays**) and the cooking club (Mondays & **Thursdays**), they would need to decide between the two. They could join cooking for session 2, then dance for sessions 3 - 5, for example. When students are "double-booked", they are harder to keep track of, and program quality suffers overall. Double-booked students create a safety concern and affect the club's learning experience. We want students from Dinuba to be fully committed to their extra-curricular activities.

Pick-Up Policies

Pick-up Procedure

Only authorized contacts in PowerSchool can sign a child out of the Expanded Learning program. All verified contacts must check out with the gatekeeper, be prepared to show ID, and be at least **18 years of age**. Connect with the school's front office to update your contacts in PowerSchool. Please allow 24 hours for updates to reflect in the after-school platform. If you need to pick up your child before the program's end time (6 pm), you will need to sign out your child digitally with the gatekeeper and enter an early release code. Gatekeepers will assist all parents with this process. **All pick-up persons must wait with the gatekeeper to receive their child. The Expanded Learning program will not release any students for pickup to cars or parking lots. A verified adult must be present to receive the child.**

Elementary Walker Policy

In the registration packet, families can give their child permission to walk home from the program. All elementary students with permission to walk home will be released together at the end of the program (6 pm). During daylight savings, walkers will be released at 4:30 pm. All elementary students walking home must be in at least 4th grade or be accompanied by a sibling in at least 4th grade. Walkers will be signed out of the program by the gatekeeper.

Intermediate School Walker Policy

All intermediate school walkers will be released together at the end of the program (6 pm). During daylight savings, walkers will be released at 4:30 pm. Walkers will be signed out of the program by the gatekeeper.

Pick-up Person Accommodation Policy

If families are facing a hardship or transition and need a pickup accommodation for a short period of time, guardians should contact their child's District Lead and provide a written copy of the needed accommodation. Leads can support families by speaking with front office staff and gatekeepers and by adding a note for the child's sign-out. This accommodation is a short-term support plan. Families will need to follow the proper PowerSchool update procedures by updating the front office staff and providing any court orders or other official changes to both the after-school program and the front office.

Late pick-ups policy

If you are running late (after 6 pm), please call the District Site Lead in advance to keep your child and the after-school team informed. If any of the primary contacts or persons authorized to pick up cannot be reached after 30 minutes following the program's close

(6 pm), the Dinuba Police Department will be called to assist. After three documented late pick-ups occur, your child will be removed from the program and added to the waitlist.

Cell Phone Policy

To align with the Dinuba Unified School District daytime policies, cell phones are not permitted during the Expanded Learning program. Students are expected to keep all cell phones turned off and stored away while participating in program activities.

If a student needs to contact a parent or guardian, they must request permission from a staff member. Students may then complete the call or send a message under staff supervision.

This policy is in place to maintain a safe and positive environment by preventing disruptions, conflicts, bullying, and other incidents.

Personal Property Policy

To align with the Dinuba Unified School District daytime policies, students are not permitted to bring personal belongings to the Expanded Learning program. This includes, but is not limited to, toys, electronic devices, games, or other non-school items.

The program is not responsible for lost, stolen, or damaged items.

This policy is in place to prevent disruptions, conflicts, and incidents, as well as to protect student belongings.

Program Waivers & Behavior Agreements

Release of Liability Waiver

I authorize my son/daughter to participate in the district-sponsored activity. I agree to the following:

I understand and acknowledge that these activities carry an inherent risk of injury/illness to individuals who participate in them.

I understand and acknowledge that participation in this program is voluntary and is not required by the district.

I understand and acknowledge that by participating in the activity(ies), I and my son/daughter are assuming responsibility for the inherent risks associated with participation in such activity(ies).

I understand and acknowledge that the district, its employees, officers, or agents are not responsible for any injury/illness that results from a risk inherent to the activity(ies), and which is incident to and/or associated with preparing for and/or participating in the activity(ies).

For any off-campus trips associated with the activity(ies), I understand that the law states in California Education Code Section 35330 that the Dinuba Unified School District, its officers, agents, and employees are held harmless from liability or claims that may arise out of or in connection with my child's participation in this activity.

Program Removal Waiver

For the benefit of all students and staff, the Dinuba Unified Expanded Learning Opportunities program reserves the right to remove a student from enrollment for the following reasons.

1. Attendance: Chronic failure to adhere to the required attendance policy, including excessive or frequent, unexcused early departures.
2. Behavior: Any student conduct that significantly disrupts the program's positive environment or that presents a risk to the safety and well-being of students or staff.

Before any removal, the parent/guardian will be contacted to review the incidents.

Student Behavior Expectations

Dinuba Unified provides after-school opportunities for students in a safe and supportive environment. Our mission is to provide hands-on learning opportunities that spark curiosity, foster creativity, and encourage students to explore the possibilities of their future. Beyond academic, hobby, and career exploration, the program provides opportunities for character development and social skills. Children will have the opportunity to develop skills such as self-discipline, teamwork, empathy, and respect. To be a part of this program is a privilege, and children are expected to follow the following expectations:

1. **Show Respect** – Treat others, ourselves, and our school environment with kindness and care. Use positive language and make choices that show consideration for others.
2. **Follow Directions** – Listen carefully and follow staff guidance. Ask questions when support is needed.
3. **Participate Positively** – Be present, stay engaged, and try your best in all activities. Bring a positive attitude and encourage others to do the same.
4. **Demonstrate Responsibility** – Show school-appropriate behavior, make thoughtful choices, and take responsibility for your actions.
5. **Practice Safety** – Make safe choices, follow program rules, include others, and help create a physically and emotionally safe space for everyone.

Students who are unable to follow these expectations will be redirected, reminded, and retaught before more serious measures, which may include parent calls and conferences, daytime administrative intervention, classroom changes, program/club breaks, and/or removal from the program/club.

Parent/Guardian Partnership Expectations

Dinuba Unified's Expanded Learning Program is committed to fostering a safe, supportive, and enriching environment where students grow academically, socially, and emotionally. We value our partnership with families and ask that parents and guardians help us model the character traits we seek to develop in our students: respect, responsibility, empathy, fairness, and good citizenship.

As a parent/guardian of a participating student, I agree to:

Model Respect and Positivity – Demonstrate respectful communication and positive behavior toward students, staff, and other families during all program activities and interactions.

Support a Safe Environment – Encourage my child to follow program expectations and make safe, responsible choices that support the well-being of all participants.

Promote Problem-Solving and Growth – Help my child resolve conflicts peacefully, learn from mistakes, and demonstrate good character even in challenging situations.

Share Important Information – Inform program staff of any medical, behavioral, or personal information that may impact my child's safety or success in the program.

Our parents and guardians play a very important role in the program. Your collaboration and trust will help students, staff, and other parents fully benefit from the program. If you

ever have any questions or concerns, please contact your District Site Lead. We are happy to serve you and your family.

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