

**Turlock Unified School District
Expanded Learning Program**

Parent Handbook

Turlock Unified School District



Turlock Unified School District

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TUSD EXPANDED LEARNING PROGRAM

PARENT/GUARDIAN HANDBOOK

Welcome to the Expanded Learning Program offered by the Turlock Unified School District. The Turlock Unified School District's Expanded Learning Program Parent/Guardian Handbook serves as a guide for parents and guardians, offering an overview of the program's mission, structure, and key components. It provides essential information about daily activities.

The Handbook supports a collaborative partnership by establishing a shared understanding of program expectations, safety practices, and open communication between parents, staff, and students.

Turlock Unified School District Comprehensive Model

“Expanded learning” means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on, engaging learning experiences.

The Legislature intends that expanded learning programs are pupil-centered, results-driven, include community partners, and complement, but do not replicate, the regular school day and school year.

— *California Education Code §8482.1(a)*

In California, expanded learning programs are funded through two primary state programs: After School Education and Safety (ASES) and the Expanded Learning Opportunities Program (ELO-P).

Expanded Learning prioritizes access for:

- Foster youth
- Students experiencing homelessness
- Low-income students
- English learners

Turlock Unified School District (TUSD) operates one comprehensive Expanded Learning program that is aligned to and supported by both programs.

TUSD Mission: Turlock Unified School District will deliver effective instruction in a safe, equitable, supportive environment in partnership with our families and diverse community.

TUSD Vision: All students will become self-motivated, responsible citizens who graduate college and are career ready.

Program Overview

Our program provides enriching opportunities for student growth and development. We offer the Expanded Learning Programs at Brown Elementary (TK/K-6), Crowell Elementary (TK/K-6), Cunningham Elementary (TK/K-6), Dennis Earl Elementary (TK/K- 6), Julien Elementary (TK/K- 6), Medeiros Elementary (TK/K- 6), Osborn Two- Way Immersion Academy (TK/K- 5), Wakefield Elementary (TK/K-6), Walnut Elementary (K- 6), Dutcher Middle School (6) and Turlock Junior High (7-8). Our programs are available every school day, Monday through Friday, from dismissal until 6:00 pm.

We offer a Before School Program that begins at 7:00 a.m., at all elementary school sites allowing families to drop off students prior to the start of the school day. The program serves students in Transitional Kindergarten (TK) through 6th grade.

At Turlock Unified School District, we utilize various spaces on campus, including classrooms and multi-purpose rooms, to host a range of activities as part of our Expanded Learning Program. While each program is tailored to the specific needs of its school site, they all share fundamental components that prioritize student growth and social-emotional learning. Our aim is to provide a safe and supportive environment that fosters development for all our students.

12 Quality Standards for Expanded Learning in California:

California's Expanded Learning Program has 12 qualities that are centered on providing engaging, student-centered programs that support academic, social, emotional, and physical development.

1. **Clear vision, mission, purpose, and management:** The program has a clear purpose and management that aligns with its goals.
2. **Continuous quality improvement:** Programs use data and feedback to assess and improve their services continuously.
3. **Quality staff:** Staff are well-prepared, responsive, and maintain high expectations for participants.
4. **Collaborative partnerships:** The program works with families, schools, and other community partners.
5. **Family engagement:** Families are actively involved in their children's learning experiences.
6. **Sustainability:** The program has a plan for its long-term viability.
7. **Diverse, access, and inclusivity:** The program welcomes all identities and ensures equitable access for everyone.
8. **Safe and supportive environment:** Participants feel safe, welcomed, and supported in their learning.
9. **Active and engaged learning:** Learning activities are meaningful, collaborative, and engaging for students.
10. **Skill building:** Participants develop essential skills, including academic, social, and 21st century skills.
11. **Youth voice and leadership:** Participants have opportunities to share their opinions and take leadership roles.
12. **Healthy choices and behaviors:** The program promotes activities that support participants' physical and emotional well-being.

Program Schedule

Creating a safe and supportive environment is our top priority as we strive to cultivate both academic excellence and personal growth. With this objective in mind, we offer a variety of educational and enrichment programs designed to enhance student success. These programs work together harmoniously, nurturing the growth and development of every student. The schedule of our program includes:

Offer and Access:

“Offer and access” means to recruit, advertise, publicize, or solicit through culturally and linguistically effective and appropriate communication channels, including, but not limited to, publishing program availability information in local educational agency pupil enrollment forms, on the local educational agency internet website, and posted publicly at each program site in a location accessible to the public.

“Provide access,” with respect to an “expanded learning opportunity program,” means to enroll in the expanded learning opportunity program. If a parent or guardian has a signed expanded learning opportunity program registration form and that form is on file, the pupil shall be considered enrolled in the expanded learning opportunity program. (This does not mean the student is physically in the program, the student could be waitlisted and considered enrolled).

Registration:

Families register for Expanded Learning Program during open registration. This is done through Community Pass portal. Once you complete the registration process in Community Pass, the district then will notify families of enrollment based on the following criteria:

Priority Enrollment for unduplicated pupils:

- Foster youth
- Students experiencing homelessness
- Low-income students
- English learners

* The district regularly updates unduplicated pupil status monthly. Families register through Community Pass and are placed on a waitlist. As space becomes available, families will be notified when their status changes from waitlist to registered.

Once your student has been accepted into the Expanded Learning program, you will receive a notification email through Community Pass.

All communication regarding enrollment and registration is managed through the Community Pass portal.

It is important for families to keep their Community Pass account up to date and notify us of any changes to the students’ information.

Check-In:

After school dismissal, students proceed directly to Expanded Learning to check-in, ensuring a smooth transition from their regular school day to our program. This process maintains an organized and structured environment while prioritizing safety. By having students report directly to the program, we can effectively track attendance, ensuring that all students are accounted for and promoting their safety and well-being. Additionally, it allows us to promptly address any safety concerns or emergencies that may arise as we have an accurate record of all students present in the program. If your child participates in an organized, extracurricular activity, he/she will check into the program following their activity.

Snack:

We understand the significance of proper nourishment for optimal learning, which is why we provide a light afternoon snack to every student. Our carefully selected snack options are designed to promote health and well-being, prioritizing nutritious choices that support healthy eating habits and the overall well-being of our students. If your child has a specific food allergy and it has been communicated to the Child Nutrition office, an alternative snack will be provided.

Homework:

We recognize the importance of academic support, so our Expanded Learning dedicates time each day to help students with their homework. Our dedicated Activity Leaders, along with Site Supervisors, are available to provide individual assistance and guidance in a quiet and welcoming environment. They support students with their assignments and academic needs, ensuring that each student receives the necessary help to succeed academically. We strive to accommodate the unique learning needs of every student and foster a cheerful outlook towards learning. However, we are not responsible for checking their answers, ensuring completion, or signing a Homework Log. The Activity Leaders will assist them with any questions and refer them to the parents to have their homework checked before submitting it. Alternate assignments may be assigned as appropriate.

Physical Activity:

Our program incorporates physical activity into our daily schedule. We believe in the development of our students, in addition to outside play, time for structured, moderate to vigorous physical activity will be included each day. These activities are designed to engage students in fun and active experiences that promote physical fitness, coordination, teamwork, and overall well-being. Our structured physical activities, including active play, sports, and exercises, are organized to ensure that students can actively participate, learn new skills, and develop their physical fitness. By providing regular physical activity, we not only offer a refreshing break for students who have been engaged in academic work all day but also foster healthy lifestyles, promote active learning, and facilitate the building of positive relationships with their peers. Our goal is to encourage a healthy and active lifestyle among our students, supporting their physical development alongside their academic and personal growth.

Expanded Learning will accommodate all doctors' notes, and an alternate activity can be provided.

Enrichment:

Our Expanded Learning Program offers time for daily enriching activities across various subjects, including literacy, science, art, service-learning projects, and project-based learning. Our goal is to promote collaboration, creativity, critical thinking and communication skills, through meaningful enrichment activities, and cultivating a lifelong love for learning.

TUSD Expanded Learning Program provides the following learning experiences:

- Skillastics provides versatile activity kits covering fitness, sport-skill development, SEL, and academic integration.
- Storyworks is a multigenre magazine for growing readers. The magazine sparks reading excitement and provides unforgettable stories in multiple genres.
- Thinking mats are problem-solving mats that are a visual and physical guide to help kids process their feelings and practice solution base thinking.
- Reading with Relevance is an afterschool literacy activity designed to help students strengthen reading skills by connecting what they read to real-life experiences, interests, and everyday learning.

TUSD's offerings and activities may be modified at any time to best suit the needs of our students and community.

Program Hours & Days of Operation

Expanded Learning follows the traditional school year calendar.

The Expanded Learning Program will operate for 180 days from dismissal until 6:00 pm. Additionally, it will operate on 30 non-school days, 9 hours a day, from 8:00 am to 5:00 pm. Parents/Guardians are expected to pick up their children no later than this time. A formal warning will be given after the second late pick up. On the third late pick up, students may be subject to being released from the program.

School Bell Schedules & Expanded Learning Programs 2026–2027 School Year

2026-2027				
Expanded Learning Programs				
School	Before School	AM TK-K	PM TK-K	After School
Brown	7:00 AM - start of school	7:50 AM - 11:14 AM	11:15 AM - 2:39 PM	Dismissal - 6:00 PM
Crowell	7:00 AM - start of school	<i>Extended TK-K: 8 AM - 1:39 PM</i>		Dismissal - 6:00 PM
Cunningham	7:00 AM - start of school	7:50 AM - 11:14 AM	11:15 AM - 2:39 PM	Dismissal - 6:00 PM
Earl	7:00 AM - start of school	7:50 AM - 11:14 AM	11:15 AM - 2:39 PM	Dismissal - 6:00 PM
Julien	7:00 AM - start of school	7:50 AM - 11:14 AM	11:15 AM - 2:39 PM	Dismissal - 6:00 PM
Medeiros	7:00 AM - start of school	7:50 AM - 11:14 AM	11:15 AM - 2:39 PM	Dismissal - 6:00 PM
Osborn	7:00 AM - start of school	8:25 AM - 11:49 AM	11:50 AM - 3:14 PM	Dismissal - 6:00 PM
Wakefield	7:00 AM - start of school	<i>Extended TK-K: 8:35 AM - 2:14 PM</i>		Dismissal - 6:00 PM
Walnut	7:00 AM - start of school	8:25 AM - 11:49 AM	11:50 AM - 3:14 PM	Dismissal - 6:00 PM
Dutcher (Grade 6)				Dismissal - 6:00 PM
TJHS (grades 7 - 8)				Dismissal - 6:00 PM
** Wednesdays are Early Release Days, please refer to school Bell schedule for more information				

Check-Out Procedures:

For the safety of all students, families are required to follow the check-out procedures outlined below.

- Parents/Guardians are required to sign students out using a secure PIN code through the EZ Reports platform. The PIN code is assigned during registration and must be entered at the time of pick-up.
- Students must be picked up by a parent/guardian or a parent-authorized adult listed in the student's Expanded Learning registration account.
- Individuals under the age of 18 (including siblings) must be listed on the account and provide appropriate identification.
- Students in 4th grade or above may be permitted to sign themselves out and/or sign out siblings only with prior written authorization on file. Expanded Learning staff will verify authorization prior to release. Students will not be allowed to sign themselves out after dark.
- All parent-authorized contacts must be prepared to present valid photo identification (California Driver's License, California ID, Student ID, or other valid picture ID) upon request. Individuals without proper identification will not be permitted to pick up a student.
- For safety purposes, students must be signed out at the designated pick-up location or gate assigned by the program.
- Parents/Guardians are expected to pick up students no later than 6:00 p.m. A formal warning will be issued after the second late pick-up. Upon a third late pick-up, students may be subject to release from the Expanded Learning Program. All campuses are secured at 6:00 p.m.
- Any additions, removals, or changes to the authorized pick-up list must be made by a parent/guardian through the registration system and communicated to the Site Supervisor.

Emergency Policy:

Parents are asked to provide emergency and health information on the afterschool enrollment form. Information on the form includes home phone numbers, cell phone numbers, and places of employment phone numbers, existing health problems and directions for handling emergency illnesses and injuries. It is important that the after-school program always has current information.

Students must be picked up by a parent/guardian or a parent-authorized adult listed in the student's Expanded Learning Program enrollment packet and electronic sign-in/out platform.

Parents/guardians and parent-authorized contacts are required to sign out students from the Expanded Learning Program and provide a reason for their early release.

Attendance:

Expanded Learning programs are state-funded, certain guidelines must be followed to ensure continuation of the program including attendance policies.

- The district strongly recommends consistent attendance five days per week to maximize the academic, social, and enrichment benefits of the program.
- The district strongly recommends attending the Expanded Learning Program daily from school dismissal until 6:00 p.m.
- Attendance will be monitored daily.
- Students are expected to attend for a minimum of 90 minutes daily for student safety.
- It is the responsibility of the family to notify the Expanded Learning Program if a child is absent.

Early Release:

We recognize that families may have specific needs for early release from the program such as appointments and extra-curricular activities. Turlock Unified School District's Expanded Learning Program will encourage students to participate from school dismissal until 6:00 p.m. unless a documented early release reason is provided. In accordance with Education Code 8483(a)(1)(B), all Expanded Learning Programs must have a reasonable early release policy.

Parents/Guardians must provide an approved reason when signing a student out early.

Release after attending for a minimum of 90 minutes will be permitted for those families who express a transportation or safety need. In addition, early release may be granted prior to the 90-minute minimum under the specific circumstances outlined below:

Approved early release reasons include:

1. Participation in school athletic programs, team sports, or extracurricular activities
2. Off-site enrichment programs
3. Family emergency
4. Medical or dental appointments
5. Transportation needs
6. Child accident/injury
7. Safety concerns (darkness, weather conditions)
8. Other conditions as stated by the parent/guardian

Students will receive attendance credit for the day when the early release reason is documented. Families must sign out students using the approved sign-out procedures and indicate the reason each time an early release occurs.

Late Arrival:

Students are expected to arrive at the Before School Expanded Learning Program at their scheduled start time. Late arrival may be permitted for documented and approved

circumstances. Parents/guardians must notify program staff as soon as possible and may be required to complete a Late Arrival Form.

Approved reasons for late arrival may include:

- Medical or dental appointments
- Counseling or mental health services
- School sponsored activities
- Religious observance or faith-based activities
- Weather-related delays or emergency conditions
- Legal appointments
- Family Emergencies
- Transportation delays beyond the family's control

Communication:

- Expanded Learning program communication will be conducted through Community Pass, Parent Square, and/or the district website.

Student Expectations

In the TUSD Expanded Learning Program, we are committed to maintaining a safe and respectful environment for all participants. To address behavioral issues, we follow a structured step process that includes interventions and support before considering disciplinary actions. Our goal is to help students understand and learn from their behavior while ensuring a positive experience for all. It is the intent of the Turlock School District to provide a safe and nurturing environment to facilitate student success.

Interventions include, but are not limited to:

- Verbal warning and redirection
- Reflection time
- Reassignment of seat or class
- Loss of privileges or activities
- Restorative conference
- Parent contact

Supports include but are not limited to:

- Restorative practices
- Support staff
- Counseling support
- Positive schoolwide ticket system

In situations where repeated interventions and actions fail to produce the desired improvements in behavior, specific actions are taken to evaluate the nature and severity of the behavior. Importantly, these decisions are communicated transparently and clearly to both the student and their parents and/or guardians.

Positive Behavioral Interventions and Supports (PBIS)

Turlock Unified School District uses Positive Behavioral Interventions and Supports (PBIS) to create safe, respectful, and supportive learning environments for all students. PBIS is a school-wide, evidence-based framework that focuses on teaching positive behavior, recognizing success, and supporting students when challenges arise, rather than relying on punishment alone. Expanded Learning Program aligns with each school's PBIS expectations. Staff actively model positive behavior, reinforce expectations, and provide consistent routines to support a positive and inclusive environment for all students.

TUSD School-Wide Behavioral Expectations

All TUSD schools, including expanded learning and after school programs, follow consistent school-wide expectations:

- **Be Safe** – Follow safety rules and make choices that keep everyone safe
- **Be Respectful** – Use kind words, listen to others, and respect people and spaces
- **Be Responsible** – Be prepared, follow directions, and take ownership of actions

These expectations are taught, practiced, and reinforced throughout the school day and during expanded learning programs to help students succeed socially, emotionally, and academically.

Technology Usage

Chromebooks:

Students are expected to adhere to the Technology Acceptable Use Agreement.

Safety

Emergency Drills:

The safety and well-being of our students and staff remain our highest priority. As part of our ongoing commitment to emergency preparedness, ELOP will regularly conduct emergency drills in accordance with district policy and state regulations. Each drill is carefully planned and executed to ensure that students and staff know how to respond quickly and safely in the event of a real emergency.

These drills include, but are not limited to:

- Fire Drills
- Earthquake Drills
- Lockdown and/or Shelter-in-Place Drills

Mandated Reporters:

The State of California considers all TUSD staff, “Mandated Reporters” of child abuse or neglect. This requires the staff to report all cases of suspected child abuse. If abuse/neglect is suspected the proper authorities will be contacted, and an incident report will be filed. All staff members are trained in child abuse awareness.

Accident or Injury:

Mild scrapes or bumps/bruises will be reported to parents. An Accident/Injury Report will be completed for serious injuries and will be placed on file with TUSD. Staff will use standard first aid and universal precautions when treating scrapes or falls. If a serious accident or injury occurs, Expanded Learning staff will notify parents and/or emergency contacts. More serious accidents may require:

- Ambulance/Paramedic/911 notification
- Transportation to hospital accompanied by staff

Movie Release:

Students occasionally view movies during the program that are linked to learning in areas such as character education and other topics of interest. G movies that are appropriate may be shown. If a PG-rated movie is shown, a parent permission slip will be sent home.

Media Release:

TUSD’s staff may photograph or video students in the program. Your initials on the enrollment form give permission for either of these forms of media to be used at the discretion of TUSD for working with and promoting the program. If you do not want your student photographed or published e.g. (*Turlock Journal*, *Modesto Bee*, projects, bulletin boards, TUSD website, etc.), you may opt out at any time by calling the site supervisor.

Expanded Learning Opportunities Program (ELOP) Plan Guide

The Expanded Learning Program is designed to provide students with engaging, safe, and enriching learning experiences beyond the regular school day. The program focuses on supporting academic growth, social-emotional learning, physical activity, and enrichment opportunities that complement the school-day instruction.

Our ELOP Program Plan Guide outlines how the district implements high-quality expanded learning services aligned with California Expanded Learning Quality Standards, including staffing, student supports, family engagement, and continuous program improvement.

Families may review the ELOP Program Plan using the link provided below for additional details about program goals, structure, and services.

Link: <https://www.turlock.k12.ca.us/fs/resource-manager/view/3f9607c8-79c7-487b-998b-5c8eb1399926>

School Site Contacts

- Brown Elementary – Site Supervisor: Kaitlyn Hebb, (209) 703-6529
- Crowell Elementary – Site Supervisor: Yvette Light, (209) 703-6530
- Cunningham Elementary – Site Supervisor: Sheila Barrios, (209) 703-6526
- Dennis Earl Elementary – Site Supervisor: Shila Summers, (209) 703-6527
- Dutcher Middle School – Site Supervisor: TBD, (209) 703-6528
- Julien Elementary – Site Supervisor: Hilary Baity, (209) 424-1366
- Medeiros Elementary – Site Supervisor: Ramona Bianco, (209) 424-2286
- Turlock Jr. High School – Site Supervisor: TBD, (209) 703-6531
- Osborn Elementary – Site Supervisor: Adriana Canchola, (209) 703-6525
- Wakefield Elementary – Site Supervisor: Viviana Perez, (209) 703-6531
- Walnut Elementary – Site Supervisor: Brigette Simons, (209) 424-4038

District Contacts

- Director, English Learners, Assessment, and Special Programs
Alice Solis
Phone: (350) 206-3980, ext. 62982
Email: asolis@turlock.k12.ca.us
- Expanded Learning Opportunities Program (ELO-P) Coordinator
Erin Harrison
Phone: (350) 206-3983, ext. 62981
Email: eharrison@turlock.k12.ca.us
- Administrative Secretary
Lisa Garcia
Phone: (350) 206-4014, ext. 62014
Email: lgarcia@turlock.k12.ca.us
- Secretary I
Megan Colon
Phone: (350) 206-3983, ext. 62983
Email: mcolon@turlock.k12.ca.us

Site Administration: *Please see your school's Student Handbook.*

Board Members

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