

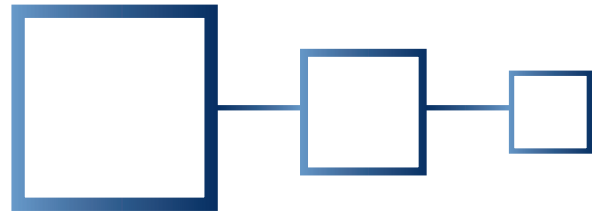
Extended Day

BRIEFING REPORT

DECEMBER 2017



Arlington
Public
Schools



EXTENDED DAY PROGRAM

Operating at 29 schools with over 450 staff, the Extended Day Program provides quality out of school time services to over 4,200 children each day. Extended Day strongly supports the APS vision and mission as reflected in its programming and on-going staff development offerings. Children participate in daily Developmental Asset-building activities and events that support classroom instruction and reflect the priorities of the Arlington Public Schools Strategic Plan Goals. With an annual budget approaching \$11 million, the program is almost entirely self-supporting, raising revenue through participation fees.

Operating under the auspices of the Department of Finance & Management Services and licensed by the Virginia Department of Social Services, the Extended Day Program's major services include:

- Before-school care at 23 elementary schools and the Stratford Program
- After-school care at 23 elementary schools, the Stratford Program and five middle schools
- Before- and after-school care at the elementary summer school locations
- Daily indoor and outdoor activities that are fun, enriching and build Developmental Assets
- Fitness and recreational activities and events
- Literacy, Science, Technology, Engineering, and Math (STEM), and Community Service activities

- Daily homework support
- Daily after-school snack

BRIGHT SPOTS

ADMINISTRATIVE UPGRADES

The Extended Day Central Office implemented several administrative upgrades to improve efficiency and customer service. These improvements included:

- Google Docs-based tracking of staff absences and substitute placement: allows on-site supervisors to view staff changes and substitute placement in real time.
- Central Office phone menu options: allows customers to acquire specific information or contact a specific office employee through an easy-to-use phone menu.
- Extended Day in Synergy: allows teachers and APS staff to get Extended Day enrollment information in Synergy, the district's student database.

SUPERVISORY SUPPORT

In response to the steady increase in Extended Day enrollment (Extended Day enrollment is typically about 25-30% of elementary school enrollment), a new position was created to provide additional administrative and supervisory support at six schools. The new Team Leaders work directly with the supervisors to assist with oversight of staff, staff development, admin/office tasks and other duties.

STAFF DEVELOPMENT

Extended Day continued to emphasize staff development, with over 8,000 staff hours dedicated to training and program improvement. Staff schedules allow for on-site training every Thursday and county-wide professional learning opportunities were regularly provided through the Extended Day Central Office. Extended Day staff also frequently participated in staff development provided by the Out of School Time Council and local agencies and organizations, including the Department of Parks and Recreation, 4-H, Reading Connection and others.

In addition, a large contingent of Extended Day supervisors participated in the Virginia Partnership for Out of School Time’s annual conference in Charlottesville, Va. Also, four supervisors (Karla Harris, Lisa Lambert, Jazmin Delgado and Sabrina Ashby) were selected to present workshops at the National Afterschool Association’s annual conference in Dallas.

READING RODEO & STEM

Literacy and STEM continue to be integrated in Extended Day programming, with regular activities and events that support classroom initiatives. All 29 Extended Day programs regularly offered literacy (Reading Rodeo) and STEM (The STEMtations!) activities and events.

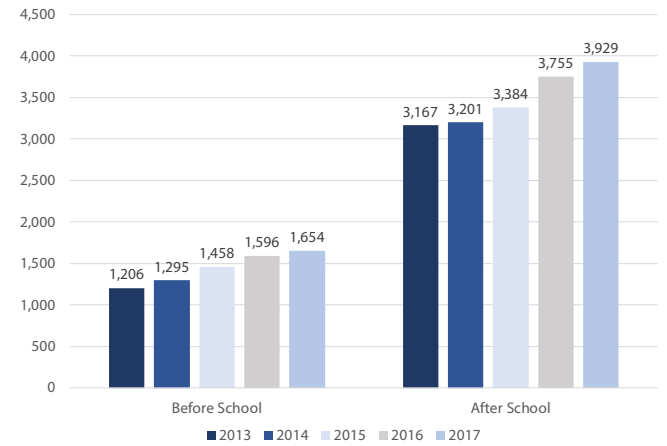
COLLABORATIONS AND PARTNERSHIPS

Extended Day partners with the Department of Teaching and Learning for training and support, particularly regarding the literacy and STEM programming. Extended Day also works with the Department of Parks and Recreation, the Arlington Out of School Time Council, Reading Connection, YMCA, Arlington Transportation Partners, 4-H, Arlingtonians for a Clean Environment, Marymount University, Virginia Partnership for Out of School Time, National Afterschool Association and many other local agencies and organizations to provide staff development opportunities.

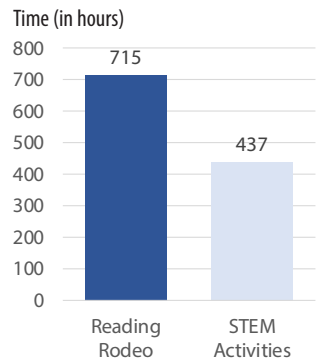
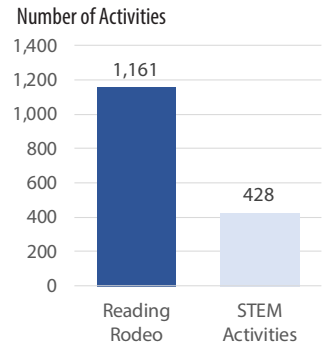
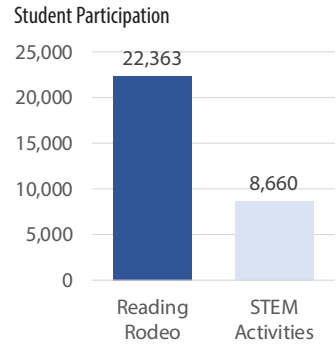


DATA THAT PROVIDES INSIGHT

EXTENDED DAY ENROLLMENT 2013-17



READING RODEO AND STEM DATA (2016-17)





WHAT WE LEARNED

TEAM LEADS

Enrollment continues to increase throughout Extended Day, creating more programs where additional Team Leader support is necessary. Thus, two additional positions were budgeted for FY18, bringing the total number of Team Leads to eight.

PROGRAMMING SPECIALIST

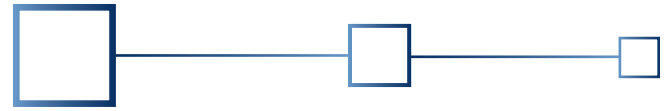
Extended Day programming continues to be enhanced, particularly through collaborations and partnerships between schools and community resources. To assist in the development and coordination of the activities and events, additional Extended Day Central Office support is necessary. A new Programming Specialist position was created for FY18.

WAIT LISTS

The “space” problem is not going away! Increasing enrollment and the Virginia Department of Social Services licensing standards create pressure on program capacity at various sites.

As APS enrollment increases, space previously available for Extended Day activities is often converted to classrooms or offices, decreasing access for before and after school use by Extended Day. Extended Day also competes for space with other important after school activities and programs. And, DSS licensing standards require child care programs to maintain a specific amount of space, based on the enrollment and types of activities offered.

The result at some schools is a wait list for Extended Day participation. Collaboration with principals and administrative staff allowed us to reduce the wait lists



from around 400 at the beginning of the school year to less than 100 by December. As the school year progressed we were able to accommodate additional children as space became available or children withdrew from the programs.

To help meet the needs of families affected by the wait lists, the Extended Day Central Office was in frequent contact with local child care agencies to determine availability of slots. This information was provided to Extended Day families as potential alternatives to Extended Day and many children received care in these programs.

MOVING FORWARD

Extended Day is working with APS Transportation to determine the feasibility of transporting children from schools that have reached capacity to other sites that can accommodate more children. Original discussions were encouraging, as many of the children at choice schools could be transported back to their home school for Extended Day. However, a shortage of bus drivers has created unforeseen challenges.

Extended Day continues to work very closely with principals and administrators to resolve space challenges and accommodate children from the wait lists. As mentioned above, Extended Day also coordinates with other local out of school time providers (i.e., YMCA, ReachFar Foundation) to help APS parents find alternative child care arrangements, if necessary.

Extended Day will continue to participate in meetings and discussions regarding the planning and construction of new school buildings to ensure that program needs are considered during the design stages. The new Alice West Fleet Elementary School is a good example of meeting the needs of Extended Day through creative design, as individual cubbies (which are required by DSS licensing) will be built into the perimeter of the multi-purpose room. This innovation will relieve the need for about 180 plastic bins to be distributed throughout the hallways each day.

The Extended Day Central Office is being reconfigured as part of the Syphax renovation. The new design will include a large reception desk, separated from the office space by a large glass wall. This will allow for a quiet, private office area while maintaining efficient customer service in the reception area.