CITY OF
SAN JOSE
CAPITAL OF SILICON VALLEY

Memorandum

TO: NEIGHBORHOOD SERVICES
AND EDUCATION COMMITTEE

FROM: Jill Bourne

**SUBJECT: REPORT ON CITYWIDE
EXPANDED LEARNING PROGRAMS**

DATE: March 25, 2019

Approved _____

Date 4/4/2019

COUNCIL DISTRICT: Citywide

RECOMMENDATION

It is recommended that the Neighborhood Services and Education Committee take the following actions related to the Education and Digital Literacy Initiative:

1. Review and provide feedback on the application of the California Afterschool Network Quality Standards in all City funded, operated, or endorsed Expanded Learning programs and;
2. Accept the Expanded Learning Quality Standards report and recommend adoption of the California Afterschool Network Quality Standards for all City funded, operated, or endorsed Expanded Learning programs at the April 30, 2019 Council meeting;
3. Direct staff to return to the Neighborhood Services and Education Committee in Spring 2020 to report on progress implementing the California Afterschool Network Quality Standards, as well as plans for the 2020 Summer programs.

OUTCOME

The Neighborhood Services and Education (NSE) Committee will be informed and provide feedback to staff about the establishment of evidence-based quality standards for Expanded Learning programs that are City-funded, operated, or endorsed.

The NSE Committee will also learn about ongoing and upcoming Summer Learning experiences and related initiatives that promote education and digital literacy, including this year's Summer Learning program, summer lunch programs, learning programs/events, and partnerships with schools, Smart Start sites, and Silicon Valley YMCA.

BACKGROUND

Education and Digital Literacy Strategy

On June 9, 2016, Mayor Liccardo issued a memorandum[1] to the Rules and Open Government Committee, recommending that the City Manager be directed to "develop a citywide strategy for supporting education and digital literacy, in consultation with our schools, non-profit afterschool and summer service providers, foundations, the Santa Clara County Office of Education (SCCOE), and the community." The Administration green-lighted this proposal, and the Rules and Open Government Committee unanimously accepted the memorandum at its June 15, 2016 meeting.

On May 7, 2018, the City Council held a special meeting regarding the Education and Digital Literacy Strategy. The San José Public Library (Library, SJPL), as lead department, partnered with other City Departments (Parks, Recreation, and Neighborhood Services and Work2Future), school districts and the Santa Clara Office of Education, collaborative organizations (First 5, Region 5), and established programs (SJ Learns, SJ Promise, SJ Works) to devise and present recommendations for a comprehensive strategy in three educational development areas:

- Early Education – Entering School Ready to Learn and Succeed;
- Learning by Grade Level Proficiency – Expanding Education Beyond the School Day; and
- Pathways to Post-Academic Success – Graduating Ready for College and Career.

This report describes the collaboration between the Library and Parks Recreation and Neighborhood Services (PRNS) with regard to expanding educational experiences afterschool and during the summer. The two departments will report about the programs that provide learning opportunities citywide which augment the academic day for San José youth and families, including proposed quality standards for Expanded Learning programs, as specified by the Education and Digital Literacy Strategy, for review and approval. This report will also review 2018 Expanded Learning program highlights and preview 2019 program offerings.

Staff approached the work of the Education and Digital Literacy Strategy by prioritizing the following values:

1. **Equity** of access to quality educational experiences for all children of San José is essential and must be cultivated by actively removing barriers;
2. **Opportunity** to experience a wide variety of educational options should be extended to all learners, connecting students to skill-based learning, mentors, and potential career pathways;

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[1] Memorandum: http://sanjose.granicus.com/MetaViewer.php?meta_id=579386

3. **Quality** of program offerings must be illustrated by establishing standards for student learning and assessing program efficacy, and;
4. **Accountability** to our youth and their families is the primary consideration when assessing any programmatic outcome or resource investment in learning and education.

This memorandum will focus on the value of Quality, providing recommendations for a set of established, effective quality standards for all City funded, operated, or endorsed Expanded Learning programs. This report will also provide an overview on the California Afterschool Network (CAN) Quality Standards implementation process for both afterschool and summer programming.

ANALYSIS

Quality Standards for School-Aged Learners

Programs that the City funds, operates, or endorses (collectively, "sponsors") during afterschool and summer hours already reach an estimated 30,000 youth annually. With students spending 80 percent of their time outside of the classroom — primarily after school and during the summer months — it is important for all City-sponsored programs to be high quality, with well trained staff and built-in assessment measures. Embedding quality standards, evaluations, and a data-driven approach to decision-making within City programs will create a baseline for understanding current program success and allow City staff to pilot programs that measure ongoing progress, creating a built-in continuous quality improvement process for all City programs.

In 2013, the State of California developed and approved the CAN Quality Standards for Expanded Learning, which aim to improve the experience of school aged children in kindergarten through eighth grade. These standards provide 12 focus areas of both overall point-of-service quality and program quality. A majority of afterschool and summer programs in San José and throughout the State already use the CAN Quality Standards. Please see Attachment A for a full list of the CAN Quality Standards.

Adoption of the CAN Quality Standards will not only allow for a continuous quality improvement cycle but will also provide a common language across the vast majority of Expanded Learning providers throughout San José. School districts, non-profit organizations, and City-sponsored programs will be able to reference the same standards of quality, while still allowing each organization to prioritize the standards in a way that makes sense for their individual program goals and needs.

An Overview describing each standard in action from a programmatic level, staff level, and participant level is included in Attachment A, pages A.7-A.18. A rubric that includes quality indicators and levels is provided in Attachment B, pages B.7-B.18.

If adopted, the City would require program providers and implementers to use the Quality Standards to report annually on their success and action plan, as well as progress in achieving deeper levels of quality.

Implementation of CAN Quality Standards and Timeline

Once the CAN Quality Standards are approved and officially adopted, City departments will begin (or continue) efforts to ensure that all City-sponsored programs for Expanded Learning are in compliance. This analysis will require the implementation of appropriate and approved assessment tools, per specific program, to identify which programs are aligned and which programs need additional improvements.

To initiate this work, each department has identified City programs and at least three to four quality Standard Areas on which to develop targeted assessment and quality improvement plans, as detailed in Table 1:

TABLE 1

Dept.	Programs	CAN Quality Standard Priority	Implementation Focus	Learners Served
SJPL	Coding 5K Challenge	Active & Engaged Learning Quality Staff Diversity, Access, Equity Collaborative Partnerships	SJPL is piloting the CA After School Program Quality Self-Assessment Tool (Attachment B) for initial program assessments.	3,281 unduplicated student participants in 2017-2018
PRNS	ROCK Afterschool Program	All Standard Areas – Assessments & Plans	All 22 ROCK sites are aligned to the Quality Standards.	1,720 unduplicated participants, ages 5-14
SJPL	Homework Clubs	Diversity, Access, Equity Quality Staff Collaborative Partnerships	SJPL is piloting the CA After School Program Quality Self-Assessment Tool (Attachment B) for initial program assessments.	1,764 students at 14 locations being supported by 215 volunteers.
PRNS	Summer Camps	All Standard Areas – Assessments & Plans	All 13 Camp San José sites are aligned to the Quality Standard.	1,890 unduplicated participants, ages 5-12.
PRNS	Teen Centers	All Standard Areas – Assessments & Plans	All 7 Community Center run Teen Centers are aligned to the Quality Standards.	550 unduplicated participants, ages 12-18
City (SJPL)	SJ Learns	All Standard Areas – Assessments & Plans	All districts and programs funded by SJ Learns are required to use the CAN Quality Standards.	1,105 unduplicated student enrolled in 2017-2018 at 16 locations

The CAN Quality Standards are implemented through extensive training and program development in two City-sponsored PRNS afterschool programs: R.O.C.K. (Recreation of City Kids) and the federally-funded After School Education and Safety (ASES) program. The CAN Quality Standards are also a requirement of any programs funded by the City through the SJ Learns grant making program. City departments will extend use of the CAN Quality Standards to other key programs, ensuring an approved, evidence-based approach citywide. (A timeline of ongoing efforts, specific activities and deliverables is provided in Attachment C – Implementation and Action Plan.)

As a result of these efforts, the City will have improved Expanded Learning experiences for approximately 30,000 children and their families.

Expanded Learning Program Review and Preview

The City is committed to providing high quality, engaging experiences which augment the academic day for San José youth and families. Through the work of the Education and Digital Literacy Strategy, SJPL and PRNS will both expand the reach of their programs, as well as deepen the quality of their offerings. Table 2 lists Fiscal Year 2017-2018 highlights of existing programs utilizing the CAN Quality Standards and processes, as well as a preview of expansion or implementation plans for 2018-2019.

TABLE 2

Dept	Programs	Fiscal year	Review and Preview
SJPL	Coding 5K Challenge	2017-2018	Since the program's launch on Feb 19, 2018-Feb 18, 2019, 5,435 unduplicated students have been served. This included the first ever full-day summer coding camp at two library branches and a formal partnership with the Moreland School District.
		2018-2019	Coding 5K programing will expand to 17 branches with a continued focus on implementing quality standards. Summer coding camps will expand to six full-day camps and the Moreland School District pilot data will be reviewed at the conclusion of the 2018-2019 academic year. Projected enrollment in 2018-2019 is anticipated to exceed annual target of 5,000 unduplicated students ahead of schedule.
PRNS	ROCK Afterschool Program	2017-2018	Served 1,633 unduplicated participants ages 5-14 at 21 locations throughout six school districts.
		2018-2019	A new program site was added this school year. Current participation of 1,720 unduplicated students at 22 locations.
SJPL	Homework Clubs	2017-2018	1,764 students attended at 14 locations; supported by 215 volunteers.
		2018-2019	Projected enrollment is anticipated to exceed 1,900 students, and is offered at 18 locations being supported by 250 volunteers.
PRNS	Summer Camps	2017-2018	New Camp San José site added in the summer. Camp San José served 1,890 unduplicated participants across 13 program sites. FIT Camp, a fitness specialty camp served 280 unduplicated participants across 10 program sites. Total 2,170 unduplicated participants from June-August.

		2018-2019	Maintaining 13 summer camp sites and 10 FIT Camp sites. Projected enrollment is anticipated to exceed 2,200.
PRNS	Afterschool Safety and Education Programs (ASES)	2017-2018	Served 414 unduplicated youth at four sites in three school districts – Alum Rock Union, Berryessa, and Franklin McKinley.
		2018-2019	Maintaining same number of sites and serving approximately 430 unduplicated participants.
PRNS	Teen Centers	2017-2018	Operated 11 teen centers within hub community centers or in stand-alone sites. The locations of teen centers are Alma, Alum Rock, Alviso, Bascom, Berryessa Youth Center, Camden, McKinley, Mayfair, Roosevelt, Seven Trees, and Willow Glen. There were 559 paid teen memberships. No teen is turned away due to lack of paid membership.
		2018-2019	To date, there are 429 paid teen memberships. Two new Teen Centers opened at Eastridge Center and the Almaden Community Center and Library. A new partnership with the County's Probation Department developed to raise awareness among probation officers of the Teen Centers as a safe, welcoming, productive place where young people can find a positive adult role models and pro-social activities.
SJPL	SJ Learns	2016-2018	SJ Learns provided funding and support for 1,141 students across five districts at 16 schools with five program providers.
		2018-2019	In the 2018-2019 school year, SJ Learns provided funding and support for 1,105 students across six districts at 16 schools with four program providers.

Summer Learning

Summer Learning is the cornerstone of SJPL's summer programming and is a key element of the Expanded Learning focus of the Education and Digital Literacy Strategy. Summer Learning is an eight-week (June 1 to July 31) literacy initiative that offers participants incentives for reading and learning during the summer months. Summer Learning emphasizes that the Library is a learning institution, and that all reading is learning, especially for youth. The primary purpose of the program is to prevent summer learning loss in school-age children and teens. Research has shown that students may lose one to three months of academic growth over the summer, and these losses are cumulative and most pronounced for students from low-income households.

Summer Learning goes beyond school age children to encompass the whole family with programs for five age groups: pre-readers (ages 0-5), readers (ages 5-10), pre-teens (ages 10-12), teens (ages 12-17), and adults (18 and older). In 2019, young readers and teens will receive a free book as a sign-up and completion prize (total of two books per customer) while adults will receive a book voucher from the SJPL Friends of the Library groups. Staff will explore adapting the program to include the California Library Association Standards and Guidelines for 2020, which provide a library-specific focus and demonstrate significant overlap with the CAN Quality Standards.

In 2018, the Summer Learning program was completely redesigned with a new name, logo, smartphone app, and website. SJPL worked with *Beanstack* as the online website and app host. Over the last five years, the Summer Learning program has attracted an average of 18,000

participants annually. In 2018, approximately 85 percent of participants were youth under 18 years of age. Completion rates rose in 2018, with nearly double the number of participants completing the program including a triple increase in teen completion. Additionally, SJPL and PRNS partnered to implement the Summer Learning program for 1,500 participants ages 5-12 in all 13 Camp San José locations. The Library also served approximately 2,000 children ages 0-5 at Smart Start sites throughout the City. Also in summer 2018, the Library and Silicon Valley YMCA launched a new partnership program aimed at 300 struggling readers at four summer literacy program sites at Almaden Elementary, Del Roble Elementary, LUCHA Elementary, and Rocketship Mateo Sheedy.

In 2018, more than 116,000 participants attended 5,500 summer programs at SJPL locations. Programs were presented by partners and outside agencies like the City's Department of Transportation and SaveNature.org, as well as SJPL staff, on such topics as String Art, coding without computers, kinetic sculptures, and Structural Engineering challenges. In addition, the 10th annual Graphic Novel Making Contest was held on June 1-July 31, 2018. More than 200 amateur authors/illustrators in four age groups created an eight-page comic book. Lastly, the Library hosted many coding programs with the help of volunteers as part of the Coding 5K Challenge, including two full-day week long coding camps at Joyce Ellington and Educational Park Libraries.

Summer Lunch

Studies have shown that nutrition is directly connected to the academic success of youth. Thirty percent of young people in Santa Clara County are living in food insecure households. Both PRNS and SJPL have worked to address this need by offering free summer meals. Since 2011, PRNS has sponsored the Summer Food Service Program, a federally-funded program that offers free lunches and snacks to camp participants. Similarly, the Library has provided summer lunches to children and their caregivers since 2015. These meals have been made possible at no cost to the City or recipients through partnerships with the following agencies:
- PRNS: Nob Hill Catering/Lunchmasters
- Library: Silicon Valley YMCA, Revolution Foods, Second Harvest Food Bank, Code for San José and the California Summer Meal Coalition

Lunches will be served by City of San José staff at the following locations during Summer 2019:
- Biblioteca Latinoamericana
- Dr. Roberto Cruz–Alum Rock Library
- Educational Park Library
- Edenvale Library
- Hillview Library
- Joyce Ellington Library
- Tully Community Library
- Bascom Community Center*
- Mayfair Community Center*

- Roosevelt Community Center*
- Seven Trees Community Center*

* Meals are only provided to summer camp/program participants at these locations.

Locations for the program are selected based on percentage of low-income residents and individuals eligible for the free and reduced-price meals program in their service area. In 2018, SJPL served 11,827 summer meals to children and adults at seven locations and has served 4,509 snacks during the 2018 school year thus far.

At the four Summer Food Service Program locations, PRNS served 18,814 meals and snacks to camp participants. In summer 2019, the Department will add Alma Youth Center as a summer meal site, thanks to a grant from the National Recreation and Park Association. This grant will also fund transportation of youth from the Gardner neighborhood to Alma to participate in the program. During the school year, PRNS partners with Second Harvest Food Bank to provide healthy snacks in all afterschool programs and served 86,922 snacks during the first five months of the 2018-2019 school year.

EVALUATION AND FOLLOW-UP

As the lead for the Education and Digital Literacy Strategy, the Library will work with PRNS to track the implementation of the CAN Quality Standards and will report back to the Library & Early Education Commission and the Neighborhood Services & Education Committee on a regular basis.

PUBLIC OUTREACH

This memorandum will be posted on the City's website for the April 11, 2019 Neighborhood Services and Education Committee meeting.

COORDINATION

This report has been coordinated with the Library and Early Education Commission and Parks Recreation and Neighborhood Services Department.

COMMISSION RECOMMENDATION/INPUT

The Library and Early Education Commission reviewed the proposed use of the CAN Standards for Expanded Learning at its March 20, 2019 meeting. The Commission recommends their approval to the Neighborhood Services and Education Committee and City Council.

CEQA

Not a Project: PP17-008 - General Procedure & Policy Making resulting in no changes to the physical environment.

/s/
JILL BOURNE
Director, Library Department

For questions, please contact Vidya Kilambi, Division Manager (Library) at (408) 808-2151 or Andrea Flores Shelton, Division Manager (PRNS) at (408) 535-3571.

ATTACHMENTS

A. California Afterschool Network Expanded Learning Quality Standards
B. California Self-Assessment Tool and Quality Standards Rubric
C. SJPL and PRNS CAN Quality Standards Implementation Plan