

Activity Outline

Expanded Learning in California: The Quality Standards

Instructional Outline/Detailed Trainer Agenda:

This internal agenda is for training purposes regarding the Quality Standards for Expanded Learning in California. This agenda is recommended to use in conjunction with the Expanded Learning in California Grantee Orientation video on the Quality Standards. In this agenda, you will find the instructions necessary to facilitate a training workshop on your own. The agenda includes, materials, print needs, pre workshop prep and a step-by step facilitation guide.

Session Materials:

- [Expanded Learning in California Grantee Orientation Video: The Quality Standards](#)
- [Point of Service Quality Standard Videos](#)
- Markers
- Flipchart paper
- Tape
- Pens

Print Needs: *Materials*

- [Quality Standards for Expanded Learning in California](#)

Pre-Workshop Prep:

Place 6 flip chart pages on the wall around the room. Label each flipchart page with one of the following Quality Standards:

- Active and Engaged Learning
- Youth Voice and Leadership
- Healthy Choices and Behaviors
- Continuous Quality Improvement
- Skill Building
- Diversity, Access, Equity

*****Facilitator note: With a smaller group do less standards and with a larger group double up on popular standards**

TIME	ACTIVITY	FACILITATOR	MATERIALS (e.g. applicable handouts, resources to reference)	NOTES & THINGS TO REMEMBER
(10 min)	<p>Welcome and Overview</p> <p>The Quality Standards provide a framework and common language for quality programming. It is important to have an understanding of what quality should look like on site, and to identify ways to incorporate new concepts to get better in a desired standard area.</p> <p>This activity is designed to celebrate successful implementation of the Quality Standards, strengthen knowledge of the Quality Standards, and share promising practices with colleagues based around the Quality Standards.</p>			
(40 min)	<p>Activity Introduction</p> <p>The activity will consist of 6 small groups and 4 rotation cycles. Each rotation, groups will examine the Quality Standard at hand, and discuss its components and how the standard comes to life during program. Thoughts are to be recorded on the flipchart paper for other groups to review and add to during each rotation.</p> <p><u>*** Facilitator note: The number of groups and rotation cycles can be adapted based on the number of participants in the activity</u></p>			

	<p>The Standards in Action Activity</p> <ul style="list-style-type: none"> • <i>Explain activity objective:</i> Groups will examine their assigned section of the Quality Standards for Expanded Learning and surface promising practices/descriptions of how the designated standard area looks on site. Instruct everyone to be clear, as others will read your flipchart paper and might not understand vague statements. (4 minutes) • Inform participants to take note of intriguing or innovative feedback they find surfaced on the flipchart paper during the rotation phase for discussion at the end. • Divide participants into 6 groups. Assign each group to a flip chart page placed on the meeting space walls. Tell participants to bring their Quality Standards for Expanded Learning publication with them. (4 minutes) • Rotation 1: First standard area (10 minutes) • Rotation 2: Second standard area (8 minutes) • Rotation 3: Third standard area (7 minutes) • Rotation 4: Fourth standard area (5 minutes) • <i>Gallery walk to all sections.</i> Once participants have 		<p>Groups will need a marker at each flipchart station, and to bring the Quality Standard publication with them for the rotations</p> <p>Be prepared to add an additional flipchart pages for groups that fill up their note taking space quicker than others</p>	<p>Time allocations are flexible! Read your audience. If they are engaged in deep conversation, feel free to give them more time. If the group is larger, time may need to be extended.</p> <p>Be sure to move throughout the groups and be ready to offer examples of promising practices to help get the conversation started. Be sure to visit each group atleast once during the activity</p>
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	<p>completed their final rotation, gather the attention of your audience and thank them for their collaboration and rich conversations. Inform them that they will have the opportunity to rotate back through all the standard areas to check out new standard areas they did not rotate to, and view information added to their first standard their group examined.</p> <ul style="list-style-type: none"> • Before releasing participants for the Gallery Walk, prompt them to think about the reflection questions below while they are making their final observation of each standard area: (7 minutes) <ul style="list-style-type: none"> ➤ Did you find anything especially innovative and possible for you to implement? ➤ Are you curious about anything, have a question or needs additional information about? ➤ What is your biggest takeaway from the promising practices you see? 			<p>Encourage participants to take pictures during the Gallery Walk!</p>
<p>(10 min)</p>	<p>Reflection and Closing Begin a focused conversation about participants experience during the activity. Begin the conversation with some of these thought provoking questions: (8 minutes)</p> <p><u>***Facilitator note: Let this conversation be organic, allowing participants to share what they experienced during the gallery walk reflection</u></p> <ul style="list-style-type: none"> ➤ What are some practices you noticed? 			<p>Be prepared with questions about particular practices to spur large group conversation</p>



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Total: (60 min)	<ul style="list-style-type: none">➤ What is your biggest takeaway from this activity?➤ How do you think this activity benefited you and your understanding of the quality Standards? <p>Closing: Thank you so much for all that you do and for being so engaged in our work today. We are looking forward to our next meeting. Keep up the incredible work out there! You are making a difference, every day.</p>			
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