Catalyst
EXPANDED LEARNING

DIVISION PROFILE

Purpose, People, and Practices that Shape Our Work

A DIVISION OF CATALYST FAMILY INC.

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WELCOME TO CATALYST
EXPANDED LEARNING

For **50 years**, Catalyst Family Inc. has partnered with communities across California to support children and families. From this history grew **Catalyst ExpandEd Learning** (ExL), our division dedicated to before-school, after-school, summer, and intersession programs that **extend learning beyond the classroom**.

We know the hours beyond the school day matter. They are when students need **safe, welcoming spaces**, when families rely on **dependable support**, and when young people have the freedom to **learn, create, and grow** outside the classroom.

Since **2022**, Catalyst ExL has worked closely with school districts to design programs that reflect the **unique character of each community**. Our programs are:

- **Flexible:** Meeting diverse family and student needs
- **Student-centered:** Supporting academic, social, and emotional growth
- **Equitable:** Designed in partnership with families and schools to ensure access for every child, with programs that are culturally responsive and inclusive.

Catalyst ExpandEd Learning blends **academic support, enrichment, social-emotional learning, and leadership opportunities**. Guided by California's quality standards, we build safe environments, maintain strong relationships, and provide meaningful learning experiences that nurture the whole child.

At its core, Catalyst ExpandEd Learning is **more than supervision**. It is about **creating experiences that help children feel capable, connected, and inspired**, while giving families and schools a partner they can count on.

2025-2026 AT A GLANCE

9
District Partners

59
School Sites

4,300+
Students Served

DIVISION OVERVIEW

OUR PURPOSE

At Catalyst ExpandEd Learning, every child has the chance to **grow, explore, and shine**. Our programs provide **safe, welcoming spaces** where students build confidence, discover new interests, and connect with caring adults and peers.

We offer **before-school, after-school, summer, and intersession programs** that extend learning and provide meaningful experiences beyond the classroom.

Our programs are **flexible and responsive** to each school and community, guided by four core commitments:

- **Student-Centered:** Supporting academic, social, and emotional growth
- **Academic Support & Enrichment:** Combining homework help with creative, hands-on learning
- **Responsive to Schools & Families:** Adapting to each community's needs
- **Meaningful Experiences:** Encouraging discovery, creativity, leadership, and a love of learning

This approach ensures programs are **consistent in quality** while remaining **adaptable**. Students feel supported, and families and schools can rely on Catalyst ExpandEd as a trusted partner.

PROGRAM HIGHLIGHTS

- **Current Grades Served:** TK–8
- **Program Locations:** On school campuses
- **Program Hours:** Before school, after school, and during non-school days
- **School Year Operation:** 180 school days + 30 intersession days
- **Extended Day:** Up to 9 hours
- **Funding**: ASES and ELOP

WHAT ARE EXPANDED LEARNING PROGRAMS?

Expanded Learning Programs (ExL) are **license-exempt programs** funded by the California Department of Education (CDE). They provide students with academic support and enrichment opportunities beyond the regular school day. Programs include the following elements (CA Code 46120):

- **Educational and Literacy Element:** Tutoring or homework assistance in language arts, mathematics, history and social science, computer training, or science
- **Educational Enrichment Element:** Activities may include fine arts, career technical education, recreation, physical fitness, and prevention programs

PHILOSOPHY

At Catalyst ExpandEd Learning, our TK–Middle School afterschool programs are based on the following beliefs:

- **Reciprocal relationships** with school districts and community-based organizations result in cohesive services for students and families. We work together to identify the goals and needs of the school district and community, and strive to provide optimal support.
- **All students are competent and capable learners.** Each student is encouraged to imagine, learn, and develop through active learning experiences. Through discovery, students build deeper connections with their families, staff, school, and community—creating a foundation for lifelong learning.
- **Responsive staff** believe that learning happens best through strong, positive relationships with students. We guide their development based on individual interests and strengths, and encourage them to creatively explore and discover together.
- **Trusting relationships** between families and staff are the cornerstone of our program. Together we promote a safe, positive environment that supports each student's emerging abilities and sense of self.

CORE PRINCIPLES

PARTNERSHIPS
Collaborate closely with school districts to complement the curriculum.

ENRICHMENT
STEM, arts, physical activity, career exploration, and social-emotional learning.

ACADEMIC SUPPORT
Targeted homework help, tutoring, and skill-building activities.

STUDENT GROWTH
Developing relationships, leadership, and skills that prepare students for lifelong success.

STAFFING MODEL

Catalyst ExpandEd Learning's staffing model is designed to be **flexible** and **supportive**, with **clear leadership** and **open communication** that keep programs running smoothly. By working closely with **districts** and fostering **teamwork**, we create **safe, engaging**, and **student-centered** experiences that reflect the goals of each school community.

EXECUTIVE LEADERSHIP
DEPUTY DIRECTOR, OPERATIONS

REGIONAL LEADERSHIP | REGIONAL DIRECTOR

- **Provide strategic leadership** across multiple districts by guiding Managers and site leaders, overseeing contracts and budgets, and ensuring compliance and financial sustainability.
- **Build strong partnerships** with schools, communities, and stakeholders to align services with district and community needs.
- **Advance Catalyst's mission** through innovation, staff development, and student-centered programming that ensures quality, growth, and meaningful impact.

DISTRICT LEVEL LEADERSHIP | EXL MANAGER / EXL SUPERVISOR

- **Ensure high-quality, student-centered programs** by overseeing staffing, compliance, and strong school partnerships.
- **Manage operations and growth** through contract oversight, finances, and district relationships.
- **Provide leadership and support** that keeps programs safe, engaging, and aligned with community needs.

SITE LEADERSHIP | SITE COORDINATOR

- **Oversee staff, students, and programming** at one or two after-school sites.
- **Balance administration and classroom support**, mentoring instructors and ensuring compliance and safety.
- **Build strong partnerships** with schools and families to create engaging, supportive environments for students.

STAFFING | INSTRUCTORS

- **Lead up to 20 TK–8 students**, providing homework help, enrichment, and positive youth development.
- **Create a safe, supportive environment** that fosters learning and growth.
- **Collaborate with school staff** to extend classroom learning.

Catalyst ExpandEd Learning programs are supported by agency departments, including but not limited to Finance, Human Resources, Recruiting, Health and Safety, and Compliance, ensuring safe, high-quality programs that allow staff to focus on students and families.

PROGRAM COMPONENTS

MEETING TIME/411

Each day begins with **teachers and students connecting** and reviewing the day's activities. This time supports **Developmental Relationships** and **Social-Emotional Learning (SEL)**, helping students build **self-awareness** and **friendship skills** through team-building and reflection. Programs may use the Every Monday Matters curriculum to guide SEL activities.

HOMEWORK SUPPORT

Students have time to **complete assignments** and receive **academic support** in partnership with the district, including guidance with the **digital curriculum**, ensuring they stay on track while reinforcing classroom learning. When homework is finished, students participate in **enrichment activities** such as games, arts and crafts, and STEAM challenges that **promote creativity, collaboration, and skill-building**.

DISCOVERY TIME / EZFIT

Students explore their **interests across multiple learning domains**, including dramatic play, art, tinkering, reading, and outdoor activities. Teachers engage with students as they practice **personal responsibility, decision-making, self-management, and relationship skills**, encouraging curiosity, exploration, and confidence.

CORE ENRICHMENTS/ WORKSHOPS

Help students develop **Communication, Collaboration, Creativity, and Critical Thinking (4C's)** through group activities connected to their interests and experiences. These activities also provide opportunities for students to **expand their horizons** and **practice leadership skills** during planning and facilitation.

SAMPLE DAILY SCHEDULE

TK/ KINDERGARTEN PROGRAMS

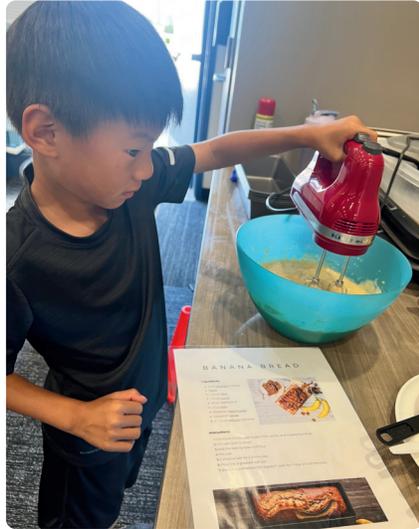| Time	Activity
1:00 PM	TK/K Pick Up
1:05–1:20 PM	Check-In: Sign-in, Wash Hands, Restroom
1:20–1:50 PM	Snack
1:50–2:05 PM	Welcome, Meeting Time, and Social-Emotional Learning
2:05–2:35 PM	Homework Support
2:35–3:05 PM	Outdoor Time
3:05–3:15 PM	**Transition Inside:** Wash Hands, Restroom
3:15–3:45 PM	Core Enrichments
3:45–3:50 PM	Clean Up
3:50–4:05 PM	**Quiet Time:** Rest, meditation, Mindfulness Activity
4:05–4:55 PM	Discovery Time
4:55–6:00 PM	Clean Up / Pack Up

SAMPLE DAILY SCHEDULE

1ST – 8TH GRADE PROGRAMS

Time	Activity
2:30–2:40 PM	End of School Check-In: Sign-in, Wash Hands, Restroom
2:40–3:00 PM	Snack
3:00–3:20 PM	Welcome, Meeting Time/ 411, and Social-Emotional Learning
3:20–3:50 PM	Homework Support
3:50–4:15 PM	Outdoor Time
4:15–4:30 PM	Transition Inside: Wash hands, Restroom
4:30–5:00 PM	Core Enrichment/ Workshops
5:00–5:10 PM	Clean Up
5:10–5:45 PM	Discovery Time/EZFIT
5:45–6:00 PM	Daily Wrap Up, Indoor Activities, Pack Up, Clean Up

SAMPLE DAILY SCHEDULE

INTERSESSION/FULL DAY PROGRAMMING

Time	Activity
8:00-8:30 AM	Check-In/Breakfast/Free Choice Activities
8:30-8:45 AM	Wash Hands/Restroom
8:45-9:00 AM	Morning Meeting Time
9:00-11:30 AM	Learning Retention & Enrichment
11:30 AM-12:00 PM	Outdoor Time
12:00-12:15 PM	Transition for Lunch: Clean Up/Wash Hands/Restroom
12:15-12:45 PM	Lunch
12:45-1:15 PM	Quiet Time: Rest/ Meditation/ Mindfulness Activity
1:15-1:30 PM	Afternoon Check In
1:30-2:00 PM	Core Enrichment #1
2:00-2:30 PM	STEM Time
2:30-2:45 PM	Transition for Snack: Clean Up, Wash Hands, Restroom
2:45-3:15 PM	Afternoon Snack
3:15-3:45 PM	Core Enrichment #2
3:45-4:15 PM	Discovery Time (Inside and/or Outside)
4:15-4:30 PM	Wash Hands/Restroom
4:30-6:00 PM	Daily Wrap Up, Indoor Activities, Pack Up, Clean Up

INFLUENCES & FRAMEWORK

Catalyst ExpandEd Learning programs are grounded in **evidence-based frameworks** that guide instruction, enrichment, and social-emotional learning:

DEVELOPMENTAL RELATIONSHIPS FRAMEWORK

Staff foster strong, intentional relationships with students to:
- **Express Care** – Show that students are valued.
- **Challenge Growth** – Support students to reach their full potential.
- **Provide Support** – Offer guidance to navigate challenges.
- **Share Power** – Include students in decision-making.
- **Expand Possibilities** – Introduce new learning experiences and opportunities.

40 DEVELOPMENTAL ASSETS

Programs integrate key internal and external assets to promote holistic development and long-term success:
- **External Assets:** Support, Empowerment, Boundaries & Expectations, Constructive Use of Time
- **Internal Assets:** Commitment to Learning, Positive Values, Social Competencies

This ensures students gain both the **skills and support systems** necessary for **academic and personal growth**.

ENVIRONMENT & MATERIALS

Creating an engaging and supportive learning environment begins with the **thoughtful selection and organization of materials**. Supplies are **well-stocked, purposeful, and accessible**, allowing staff to deliver experiences that **nurture academic growth, spark creativity, and encourage exploration**. A balance of structured and open-ended materials lets staff design activities that meet diverse learning needs while giving students the **freedom to imagine, innovate, and express themselves**. Organized, developmentally appropriate materials also help students build **independence, responsibility, and a strong sense of ownership.**

ACCESSIBLE MATERIALS

- Materials are stored in mobile carts or designated shared spaces that balance accessibility with order.
- This system ensures students and staff can quickly locate and return supplies, reducing downtime and supporting smooth program operations.
- Mobile storage allows for easy transitions between classrooms, multipurpose rooms, and outdoor areas, enhancing flexibility in both daily routines and shared facility use.

ORGANIZED STORAGE

- Age-appropriate labeling, visual cues, and clear organization systems encourage students to take ownership of their learning environment.
- These practices help students build self-management, responsibility, and consistent clean-up routines, fostering independence.
- Shared organization standards between sites and school partners support consistency and ease of collaboration.

PROMOTES INDEPENDENCE

- Supplies and materials are intentionally designed for flexible use across a variety of settings, including shared district spaces.
- This adaptability encourages students to take initiative, explore creatively, and engage confidently in both independent and group activities.
- The mobile and multipurpose nature of materials supports a dynamic learning environment that can evolve throughout the day and year.

DEVELOPMENTALLY APPROPRIATE

- Materials and activities are aligned with students' developmental stages, interests, and learning goals while maintaining flexibility for diverse program settings.
- Collaboration with school districts on the use of classrooms, playgrounds, and shared spaces ensures a cohesive and age-appropriate experience.
- This coordinated approach supports meaningful engagement, safety, and continued growth for students from TK through 8th grade.

QUALITY & STANDARDS

At Catalyst ExpandEd Learning, **quality is not an afterthought**. It is the framework for how we design, deliver, and continuously improve programs. Our work is grounded in **California's Quality Standards for Expanded Learning** and strengthened by clear safety practices, ongoing staff training, reliable data systems, and a culture of reflection. By holding ourselves to these standards, we ensure that every program is safe, engaging, and responsive to the needs of students, families, and schools.

CALIFORNIA QUALITY STANDARDS

Our programs reflect the state's **12 Quality Standards for Expanded Learning**. These standards guide daily practice and long-term planning, ensuring that every student has access to consistent, high-quality experiences.

- **Safe & Supportive Environment**: Students feel physically, emotionally, and culturally safe.
- **Active & Engaged Learning:** Hands-on activities spark curiosity, collaboration, and joy.
- **Skill Building:** Youth develop academic, social-emotional, and 21st-century skills.
- **Youth Voice & Leadership:** Students help shape the program and take on leadership roles.
- **Healthy Choices & Behaviors:** Programs encourage wellness, nutrition, and active lifestyles.
- **Diversity, Access, & Equity:** All students are welcomed, respected, and supported.
- **Quality Staff:** Caring, well-trained staff are the foundation of strong programs.
- **Clear Vision, Mission, & Purpose:** Shared goals focus on positive youth outcomes.
- **Collaborative Partnerships:** Families, schools, and communities are engaged partners.
- **Continuous Quality Improvement:** Programs reflect on data and refine practices regularly.
- **Program Management:** Systems ensure consistency, compliance, and effectiveness.
- **Sustainability:** Strategic planning supports long-term growth and stability.

CONTINUOUS QUALITY IMPROVEMENT (CQI)

CQI PROCESS

1. **Foundation:** CQI is part of daily operations, guided by California's Quality Standards and supported by staff training.

2. **Assessment:** Data comes from surveys, observations, student reflections, family feedback, and sometimes external evaluations.

3. **Plan:** Staff, families, students, and school partners create site-level plans with goals, measurable objectives, and daily activities based on data and community input.

4. **Do:** Teams put plans into action through professional development, collaboration, and Communities of Practice, trying new approaches, and sharing ideas.

5. **Reflect & Improve**: Progress is reviewed regularly, and teams make adjustments throughout the year to ensure accountability and continuous growth.

HIGH QUALITY PROGRAMMING

Catalyst ExpandEd Learning designs programming to be **student-centered, developmentally appropriate**, and **engaging**, ensuring participants are fully invested in learning while exploring their interests. Activities integrate **academic support, enrichment, leadership**, and **social-emotional learning**, tailored to each age group.

TK and Kindergarten Programs

- Daily routines include check-in, snack, SEL activities, and structured academic support.
- **Discovery** and **enrichment experiences** such as dramatic play, sensory art projects, early STEM challenges, and group games foster curiosity and creativity.
- Activities promote **self-regulation, problem-solving, confidence,** and **positive peer relationships**. Students practice independence and decision-making in a supportive environment while exploring interests.

Elementary Programs

- Targeted academic support reinforced through **project-based learning**, including STEM challenges, coding activities, art projects, and community service projects.
- Integration of **literacy, math, problem-solving, critical thinking,** and **creativity** in authentic, hands-on experiences.
- **Leadership opportunities** through peer facilitation, collaborative group projects, and student-led enrichment.
- **Choice-based discovery time** allows students to pursue personal interests, explore new ideas, and develop a love of learning.

Middle School Programs

- Programming emphasizes **academic reinforcement, leadership,** and **real-world skill-building**.
- Students engage in **STEM projects, robotics, coding, arts, drama, financial literacy,** and **service-learning**, applying skills in meaningful contexts.
- **Student-driven clubs** and **feedback groups** encourage ownership, accountability, and civic engagement.
- Leadership, peer facilitation, and project management strengthen **critical thinking, collaboration,** and **decision-making** skills.

Across all age groups, Catalyst ExL staff **collaborate with school staff and classroom teachers** to align programming with school-day learning, maximizing impact while maintaining unique enrichment experiences. Staff use **ongoing observation, reflection,** and **feedback** to adjust instruction and activities, ensuring students are challenged, supported, and fully engaged. By consistently integrating these experiences across all TK–8 sites, Catalyst programs help students **build confidence, strengthen social-emotional skills, explore their interests through discovery and enrichment,** and **take on leadership opportunities**, enabling them to apply their learning in meaningful ways both inside and outside the classroom.

CONTINUOUS QUALITY

Annual Business Plan

Timeline: Annually in July

Each year, the Regional Director collaborates with Managers and Supervisors to develop a regional business plan. This plan outlines key goals and strategies, which are then shared with Site Coordinators.

Playbooks

Timeline: Once a year (July), updated monthly

Each year, Managers and Supervisors will develop a playbook for their district, updating it monthly. The playbook is created in collaboration with Supervisors in the district.

Continuous Quality Improvement Plans

Timeline: Once a year after survey results are completed, updated as needed

Each site coordinator will develop a Continuous Improvement Plan for the year, based on the assessment of Quality Standards. The plan will include specific goals the site is working on directly.

Program Assessment Check

Timeline: 3x per year

This tool will be completed on 1Place by managers and supervisors in collaboration with site coordinators. The tool assesses our programs, encompassing the State's Quality Standards, Catalyst program expectations, and Health and Safety requirements.

Program Documentation Box

Timeline: Monthly

Each site will maintain a documentation box where program-related documentation is uploaded for district and auditing purposes.

Surveys

Timeline: October & April

Each site will conduct student, parent, staff, and district surveys twice a year to gather feedback on program quality and effectiveness. Survey results inform site-level planning, goal setting, and continuous improvement.

BEHAVIOR SUPPORT

We are committed to creating **safe, inclusive, and supportive environments** where all students can thrive. When challenging behaviors arise, our team follows a **clear, compassionate process** that emphasizes **early intervention, family partnership,** and **positive reinforcement**. This roadmap ensures accountability, consistency, and alignment with both school district expectations and family needs.

1 Behavior Observation

Teaching staff continuously **monitor and document** any challenging behaviors exhibited by students. This initial step ensures **accurate understanding and tracking** of behavior patterns.

2 Initial Documentation & Discussion

Staff **engage with the student** to discuss alternative behaviors, **reinforcing positive choices**. All observed behaviors are carefully d**ocumented for further analysis**.

3 Coordination & Strategy Development

- The Catalyst Site Coordinator **alerts both the School Site Coordinator and the Manager/Supervisor** about the observed behaviors.
- Together, they **strategize supportive interventions** tailored to the child's needs.

4 Communication & Documentation

The Manager/Supervisor **communicates the observations and strategies** to both the school district and the Catalyst Regional Director, ensuring **alignment & compliance**. Documentation of all communications and observations is **shared to relevant parties**.

5 Parent Engagement

Staff and the Catalyst Site Coordinator **initiate discussions with the child's parents** to ensure a **collaborative approach** to behavior management.

6 Ongoing Monitoring & Support

The Manager/Supervisor **maintains ongoing communication** with the school district, discussing the child's behavior and gathering additional information such as **Individual Education Plans (IEPs)**.

7 Accommodation Discussions

Potential **adjustments or accommodations** within the program are considered to better **support the child's learning and behavior**.

8 Informal Parent Conference

An **initial meeting** with the parents or guardians and the Site Coordinator is organized to **discuss the situation and proposed strategies** informally.

9 Positive Behavior Support Plan Development

- If challenging behaviors persist, a structured **Positive Behavior Support Plan** is developed in collaboration with parents, guardians, and the district to **foster behavior improvement**.
- In some cases, temporary removal from the program might occur until the plan is in place.

10 Plan Review & Parent Approval

- The developed **Behavior Support Plan** is sent to the district for review.
- A second, more **formal conference** with the parents takes place to f**inalize and sign off** on the plan.

11 Implementation & Documentation

Staff **implement the agreed strategies** from the Positive Behavior Support Plan, continuing to **document progress and** any further behavioral **observations**.

12 Regular Updates

Weekly updates on the child's behavior and the effectiveness of the plan are provided to the district, maintaining a **cycle of feedback and adjustment**.

13 Handling Serious Incidents

In case of a **severe behavioral incident**, suspension from the program may be considered. A **comprehensive meeting** with parents, guardians, and Site Coordinators is held **before any decision to return the child to the program**.

14 Consideration for Disenrollment

If behavioral challenges persist despite all efforts, **disenrollment may be considered**. Approval from the district is required to proceed with disenrollment, **ensuring** all **necessary steps** were taken **to support the child effectively**.

PROGRAM DOCUMENT BOX

The **Catalyst ExpandEd Learning Program Document Box (DocBox)** is a centralized digital library designed specifically to align with the **California Department of Education's (CDE) Expanded Learning Program Instrument.** It securely organizes all required program documents in one accessible location, supporting **state and federal monitoring, district audits, and internal compliance reviews.** This centralized system helps Catalyst maintain **transparency, readiness, and confidence** at all times.

COMPLIANCE MADE CLEAR AND PRACTICAL
- Translates complex CDE requirements into user-friendly sections for staff, leadership, and districts.
- **Effortless Compliance**: Simplifies audit prep at all levels with ready-to-go evidence.

SUPPORTS ALL LEVELS OF OVERSIGHT
- Streamlines evidence collection for state monitoring, federal reviews, district audits, and internal compliance.
- **Boosts Productivity:** Centralized, easy-to-navigate library saves administrative time.

CENTRALIZED SOURCE FOR COMMUNICATION
- Stores all essential documents, policies, schedules, and updates in one secure location.
- **Seamless Collaboration:** Leadership and districts stay connected with instant access to key information.

DRIVING CATALYST'S COMMITMENT TO QUALITY
- Tracks staff qualifications, community partnerships, and program activities.
- **Tailored for Impact:** Designed around Catalyst's operations and CDE requirements to support program success.

PROFESSIONAL DEVELOPMENT

We prioritize **safety, quality, and continuous improvement** across all program sites. Our **professional development and training framework** equips staff with the skills, tools, and knowledge to maintain **safe environments**, implement **positive behavior practices**, and engage youth in meaningful ways. Through structured systems, ongoing coaching, and a culture of reflection, we ensure programs meet **district expectations**, uphold **compliance**, and create **welcoming spaces** where every child can thrive.

Health and Safety
Maintain a safe and healthy environment for youth.

- Emergency procedures (Catalyst + School District)
- Staff certifications: First Aid/CPR, SafeSERV, Mandated Reporter
- Medication, incident reporting, UIR & injury reports
- Safe indoor/outdoor spaces

Data & Attendance Systems (Hubbe, 1Place)
Use systems to support accurate programming.

- Enrollment & attendance tracking
- Scheduling & data entry
- Reports, sign-in/out

Supervision & Child Safety
Equip staff to supervise effectively & protect youth.

- Active supervision strategies
- Managing transitions & maintaining ratios
- Field trip/off-site supervision
- Child abuse prevention & mandated reporting
- Healthy adult–youth boundaries

Program Quality Standards
Align daily practice with quality frameworks.

- Standards overview & expectations
- Lesson planning integration
- Staff roles in quality

Behavior Management & Youth Engagement
Foster positive behavior and youth voice.

- PBIS, restorative practices
- IEPs & special needs inclusion
- Classroom management & de-escalation
- Social-emotional learning (SEL)
- Youth choice in programming

Surveys & Stakeholder Feedback
Leverage input from youth, families, and staff.

- Administering inclusive surveys
- Analyzing results for improvement
- Sharing outcomes with stakeholders

Program Structure and Assessment Tools
Prepare staff for program evaluation.

- Assessment tool expectations
- Self-assessments & peer observations
- Using results to inform CQI

Program DocBox & Audit Preparedness
Ensure compliance and readiness.

- Required documentation (attendance, lesson plans, reports, permissions)
- Audit readiness practices
- Uploading/maintaining documents

Continuous Quality Improvement (CQI)
Foster a culture of reflection and growth.

- CQI cycle (Plan–Do–Study–Act)
- Team goals & progress checks
- Using data for improvement
- Staff-led action planning

English Language Learners (ELL)
Promote inclusion and language development.

- Stages of language acquisition
- Visual/interactive strategies for ELL's
- Differentiated instruction
- Family partnerships & translation supports

Additional Trainings Available: Staff Onboarding Practices, Leadership & School District Relations, and Community Partnerships

SAMPLE TRAINING SCHEDULE

Timing	Audience	Focus/Content	Notes / Flexibility
August (Pre-Service Orientation, 2–3 days)	All staff	Youth development, SEL, PBIS & restorative practices, health & safety, curriculum alignment, homework support, attendance recovery	Includes site-specific breakout sessions for tailored learning
Monthly Staff Meetings & Team Planning	All site staff	Program alignment, student engagement strategies, lesson planning, enrichment facilitation	Topics pulled from the training library to address site-specific needs and staff experience
Quarterly PD Workshops	All staff	Behavior management, SEL, curriculum integration, enrichment skills, leadership, attendance recovery	Optional breakout tracks for new staff, Site Coordinators, and enrichment specialists
Ongoing Mentor Coaching	New or developing staff	Individualized guidance on classroom management, instructional methods, school-day alignment	Focus tailored to individual staff and site priorities
Self-Paced Online Modules	All staff	Program systems, attendance tracking, CQI, diversity & inclusion, ELL support	Staff select modules based on role, experience, and site needs
Specialized Role-Based Training	All staff levels	Leadership skills, IEP inclusion, STEM/Arts integration, family engagement, attendance recovery	Offered as needed; tailored per staff or site

Through this flexible, layered, and library-driven approach, Catalyst ExL ensures staff are prepared to deliver high-quality, engaging, and safe programs, strengthen connections with the school day, and support the academic, social-emotional, and enrichment goals of NUSD students, while addressing site-specific priorities and individualized staff development needs.

COMMITMENT TO PARTNERSHIP

Catalyst ExpandEd Learning builds continuous, collaborative partnerships with families, schools, and community organizations. Our **student-centered, data-informed approach** ensures every program delivers **measurable academic, social-emotional, and enrichment outcomes** while complementing school-day priorities.

High-Quality, Responsive Programs
- Continuous Quality Improvement (CQI), monthly site and district meetings, and structured feedback loops
- Attendance recovery and targeted support for students at risk of chronic absenteeism
- Use of district-approved digital curricula and assessment tools (e.g., iReady, Lexia, IxL)

Outcome: Programs remain adaptive, effective, and aligned with student and district needs.

Collaborative School & Family Partnerships
- Coordinators work with principals, teachers, and counselors; participate in school events; and share student progress
- Families engaged through advisory councils, events, and ongoing communication; multilingual and culturally responsive practices

Outcome: Programs feel seamless within the school day, and families are active, valued partners.

Community Integration & In-Kind Support
- Partnerships with local businesses, higher education institutions, and professionals (STEM experts, artists, first responders)
- In-kind contributions: materials, volunteers, and enrichment opportunities that adapt to district priorities

Outcome: Enriched real-world experiences for students and strong community connections.

Staff Excellence & Development
- Structured onboarding, monthly professional development, coaching, and mentoring

Outcome: Staff deliver high-quality, student-centered programming that reinforces academic and social-emotional growth.

Accountability & Innovation
- Proprietary tools (DocBox, dashboards) for monitoring, compliance, and reporting
- Participation in statewide research initiatives (e.g., RESC)
- Attendance Tracking & Compliance: Catalyst ExL follows ASES and ELO-P procedures, including electronic and paper sign-in/out, daily staff-to-student ratio checks, audits by Site Coordinators, monthly reviews by Program Managers, and prompt resolution of any discrepancies.

Outcome: Transparent, accountable programs that drive continuous improvement and foster a positive culture.

Catalyst ExL combines high-quality programming, collaborative partnerships, community categration, skilled staff, and rigorous accountability to create sustainable, scalable, and high-impact learning opportunities for every child.

GET IN TOUCH

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Catalyst
EXPANDED LEARNING