



ExCEL After School Programs

Back-to-School Institute & Monthly Meetings SY23-24

SFSD's Division-Wide Agreements

- We keep **liberation for students & families at the center of our work**, with clear focus on the racialized experiences of students and families continually under-served by us and marginalized by our systems and structures. We choose to explicitly uplift the experiences of Black, Indigenous, and people of color (BIPOC). We acknowledge everyone has their own story and identities [and some may not be reflected here]. Still, we believe that by centering those continually under-served by us, we inevitably lift up the voices, experiences and intersections of ALL.
- We embody **Wellness, Anti Racism & Authentic Partnership** in our process and decisions and work to preserve the dignity of students and families while working towards anti-racism.
- We attend to conflict in the moment by pausing and checking in - We attend **to impacts before sharing intention** and in racialized conflict we **do not center the comfort of those in the dominant culture position**.
- We **honor all voices by paying attention to patterns of participation**, and allow others to express themselves in ways that work for them.
- We stay **engaged, managing our discomfort/resistance and to accept non-closure**.

[ZOOM LINK](#)[SIGN-IN FORM](#)[FEEDBACK FORM](#)[THE HUB](#)[SCOPE - SY23-24](#)

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ExCEL After School Programs
May Monthly Meeting
 May 16, 2024 • 10AM-12PM

SLIDES & ZOOM RECORDING	
SIGN-IN FORM	FEEDBACK FORM
	

Time	Agenda Item	Details
10:00am	Opening Moves	Welcome, Agreements & Acknowledgements Review Objectives & Agenda Connectors
10:15am	Highlights & Reflections: SY23-24	Summary & highlights of CBO feedback this year Shifts we made over the year
10:25am	Looking Ahead: SY24-25	Intentional Program Design - for SY24-25 What will stay the same, and shifts Systems & structures to support CBOs
10:55am	Professional Development	Planning for SY24-25 What we learned from CBO Directors PD Interest form : Please submit by Monday, May 20th
11:10am	Breakouts by Cohorts	Appreciation & Celebrations - find your cohort 1. Share your appreciation on the Padlet! 2. Celebrate your cohort colleagues
11:25am	More Appreciation!	Share Out - Highlights from cohorts Appreciations & Celebrations overall
11:35am	Closing Moves	<ul style="list-style-type: none"> Save the Dates: August Institute Monthly meetings during SY24-25 SFUSD's Resource Alignment Initiative Feedback
11:40am	OPTIONAL	Summer Programs: <ul style="list-style-type: none"> Updates Questions & Technical Assistance



ExCEL After School Programs
April Monthly Meeting
 April 18, 2024 • 10AM-12PM

[SLIDES](#) - City of SF free WiFi network: **#SFWiFi**

[SIGN-IN FORM](#)



[FEEDBACK FORM](#)



Time	Agenda Item	Details
9:30 - 10:00 am	OPTIONAL	Light Breakfast - Catering by Sal de Vida Gourmet
10:00am	Opening Moves	Welcome, Agreements & Acknowledgements Review Objectives & Agenda April Themes & Connectors
10:15am	Quality Action Plan and Continuous Improvement	Quality Action Plan & SFUSD's Goals & Guardrails <ul style="list-style-type: none"> • Prepare for Year-End Meetings w/Site Leaders • Feedback to update Incident Report Protocols
10:20am	Reviewing EQAP Data	ExCEL I.D.E.A. Data Review Tool (updated!) <ul style="list-style-type: none"> • Folder by CBOs - copy of Tool for each site
10:35am	Framing: Breakouts	Spaces and Activities for Breakouts
10:40am	Break & Transition	Break & Transition / Move to Breakout Spaces
10:50am	Breakout Time	In breakouts by CBO: <ol style="list-style-type: none"> 1. Review & reflect on EQAP data 2. Feedback to Incident Report Protocols & Report form 3. Create a poster to celebrate your work & team this year
11:40am	Transition	Transition to Whole Group
11:45am	Share Out	Share Out - Celebrations & Appreciations
11:55am	Closing Moves	<ul style="list-style-type: none"> • ExCEL August Institute • Upcoming Professional Development (PD Calendar) • Final meeting: May 16th, 10AM-12PM - Virtual • Feedback
12:00-12:30pm	OPTIONAL	Grab & Go Lunch (or stay & eat it here!) ExCEL Staff Office Hours: Questions / Technical Assistance



ExCEL After School Programs
March Monthly Meeting
 March 21, 2024 • 10AM-12PM

[SLIDES](#) & [ZOOM RECORDING](#)

[SIGN-IN FORM](#)



[FEEDBACK FORM](#)



Time	Agenda Item	Details
10:00am	Opening Moves	Welcome & Agreements Acknowledgements Review Objectives & Agenda Connector
10:20am	ExCEL Systems & Guiding Documents: Design Principles	Continuous Improvement CDE requirements & ExCEL systems Guiding documents & tools
10:35am	Cohort Time	Cohort conversations: <ul style="list-style-type: none"> • How you use tools to navigate system & train staff • Highlight what's working & surface barriers/obstacles • Suggestions to improve tools for navigating systems → Cohorts - Padlet & optional doc for cohort notes
11:00	BREAK	
11:05am	Overview & Feedback	Review primary guiding documents & new tools Provide feedback to specific ExCEL guides & tools Choose your adventure: work on your own or join a breakout → Feedback form & optional doc for feedback notes
11:50am	Announcements & Reminders	SFUSD's Resource Alignment Initiative Upcoming Professional Development (PD Calendar) Next Meeting: April 18th - In Person! RSVP by April 5th
11:55am	Closing Moves	Feedback form Celebrations & Appreciations
12:00pm	OPTIONAL	ExCEL Staff Office Hours / Technical Assistance



ExCEL After School Programs
February Monthly Meeting
 February 15, 2024 • 10AM-12PM

SLIDES - WiFi Network = UUSF Guest Password = stebbins123

SIGN-IN FORM



FEEDBACK FORM





Time	Agenda Item	Details
9:30 - 10:00 am	OPTIONAL	Light Breakfast - Catering by Delicioso Creperie
10:00am	Opening Moves	Welcome & Agreements Review Objectives & Agenda Icebreaker
10:10am	Themes & Connectors	February is Black History Month & Lunar New Year Anti-Racism, Intersections & Solidarity
10:25am	Quality Action Plan, Tier I & Relationships with School Staff	Safe & Supportive Culture & Climate / Tier I Practices Preparing for Mile Marker#2: Program Walk-Throughs Panel: Sharing CBO Experiences
10:45am	Framing: Cohorts	Activities & Tools for Cohort Time
10:50am	Break & Transition	Break & transition / move to breakout spaces
11:00am	Cohort Time	In Cohorts: Build community, highlight lessons learned, and share strategies to support positive student outcomes
11:40	Transition	Transition to Whole Group
11:45am	Share Out, Announcements & Reminders	Share Out Upcoming Professional Development (PD Calendar) Next Monthly Meeting: March 21, 10AM-12PM - Virtual
11:55	Closing Moves	Closing Moves <ul style="list-style-type: none"> • Feedback • Celebrations & Appreciations • Parking validation!
12:00-12:30pm	OPTIONAL	ExCEL Staff Office Hours: Questions / Technical Assistance



ExCEL After School Programs
January Monthly Meeting
 January 18, 2024 • 10AM-12PM


[SLIDES](#) & [ZOOM RECORDING](#)

SIGN-IN FORM	FEEDBACK FORM
	

Time	Agenda Item	Details
10:00am	Opening Moves	Welcome & Agreements Acknowledgements Review Objectives & Agenda Connector
10:15am	Our Partnership & Alignment	Getting Ready for Mid-Year Meetings Coordinated Care Teams
10:25am	Incident Reports: Mid-Year Data	Summary of Fall Incident Reports Folder with Site Summary Reports
10:35am	Intentional Program Design: Tools & Data	Program Walk-Through Observations ExCEL I.D.E.A. Data Review Tool Prompts & Practicing
10:55am	BREAK	
11:00am	Breakouts by CBO	Working Time: Diving into Your Data (Individually, in breakouts by CBO , or with SFUSD support)
11:40am	Announcements & Reminders	Upcoming Professional Development (PD Calendar) Next Meeting: February 15th - In Person! RSVP by Friday, Feb. 9th to register for free parking!
11:50am	Closing Moves	Feedback form Celebrations & Appreciations
12:00pm	OPTIONAL	ExCEL Staff Office Hours / Technical Assistance



ExCEL After School Programs
December Monthly Meeting
 December 21, 2023 • 10AM-12PM

SLIDES & ZOOM RECORDING		
SIGN-IN FORM		FEEDBACK FORM
		
Time	Agenda Item	Details
10:00am	Opening Moves	Welcome & Agreements Acknowledgements Review Objectives & Agenda Connector: Share in the Padlet!
10:15am	Safe and Supportive Culture & Climate	Anti-Racist and Authentic Partnership Tier I Practices
10:20am	Safety Protocols & Incidents	Policies / Procedures & Recommendations Incident Reporting - Closing Out Fall Reports
10:35am	Breakouts	Pair-Share Conversations
10:45am	BREAK	
10:50am	Alignment with School Day	Coordinated Care Team Survey findings Next Steps
11:05am	Announcements & Reminders	Upcoming Professional Development (PD Calendar) Next Meetings: January 18th - Virtual; February 15th - In Person!
11:10am	Closing Moves	Feedback form Celebrations & Appreciations
11:15am - 12pm	OPTIONAL	Work Time: Complete year-end deliverables Breakout spaces available as needed ExCEL Staff Office Hours / Technical Assistance



ExCEL After School Programs
November Monthly Meeting
 November 16, 2023 • 10AM-12PM

[SLIDES](#) & [ZOOM RECORDING](#)

[SIGN-IN FORM](#)



[FEEDBACK FORM](#)





Time	Agenda Item	Details
10:00am	Opening Moves	Welcome & Agreements Acknowledgements Review Objectives & Agenda
10:15am	STEAM PD Series	New! STEAM PD series - begins in December STEAM page on the HUB ; RSVP for upcoming sessions
10:35am	Themes & Connections	November is Native American Heritage Month December 4-8 is Inclusive Schools Week
10:45am	Aligning with SFUSD & ExCEL Priorities	Coordinated Care Teams & CCT Survey
11:00am	Break	
11:05am	Framing: Cohorts	Activities for Cohort Time
11:10am	Cohorts & Share Out	In Cohorts (See Cohort Spreadsheet , Folder/ Cohort Notes Tool) → Build community, highlight lessons learned by CBOs on the ground & share strategies to support success Share out with whole group
11:45am	Announcements & Reminders	Upcoming Professional Development (PD Calendar) Next Monthly Meeting: December 21st, 10AM-12PM - Virtual
11:55am	Closing Moves	Feedback form Celebrations & Appreciations
12:00-12:30pm	OPTIONAL	ExCEL Staff Office Hours / Technical Assistance



ExCEL After School Programs October Monthly Meeting

October 19, 2023 • 10AM-12PM • In Person @ [Unitarian Universalist Center](#)

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SIGN-IN FORM	FEEDBACK FORM
	

Time	Agenda Item	Details
9:00am	OPTIONAL	Doors open - Light breakfast available
10:00am	Opening Moves	Welcome & Agreements Updates & Acknowledgements Review Objectives & Agenda
10:10am	Themes & Connectors	October is Filipinx American History Month Great ShakeOut - Slides for earthquake drill & resources TODAY is National LGBTQ+ Spirit Day - SFUSD Resources
10:30am	Whole Group: QAP & Program Walk-Throughs	Quality Action Plan & Intentional Program Design Program Walk-Throughs: The Purpose / Preparing for Them
10:40am	Framing: Cohorts	Tools & Activities for Cohort Time
10:45am	Break & Transition	Break & transition / move to breakout spaces
10:55am	Cohort Time	In Cohorts (See Cohort Spreadsheet , Cohort Notes Tool) → Build community, support alignment and facilitate peer leadership across organizations. → Highlight lessons learned by CBOs on the ground & share strategies to support success
11:40	Transition	Transition to Whole Group
11:45am	Announcements & Reminders	Upcoming Professional Development (PD Calendar) Next Monthly Meeting: November 16th, 10AM-12PM - Virtual
11:50am	Closing Moves	Feedback form Celebrations & Appreciations
12:00-12:30pm	OPTIONAL	ExCEL Staff Office Hours / Technical Assistance



ExCEL After School Programs
September Monthly Meeting
 September 21, 2023 • 10AM-12PM

SLIDES & ZOOM RECORDING

SIGN-IN FORM



FEEDBACK FORM



Time	Agenda Item	Details
10:00-10:07	Opening Moves	Welcome & Agreements Review Objectives & Agenda Please fill out the Sign-in Form Slides for today's meeting
10:07-10:12	Connector	Who's in the room?!
10:12-10:30	Framing & Our QAP Journey	Overview of Draft Scope & Sequence QAP - SFBI - DCYF Crosswalk SY23-24
10:30-10:40	Whole Child Approach	QAP Goal Setting with a Whole Child Approach lens <ul style="list-style-type: none"> • ExCEL Quality Action Plan • Multi-Tiered Systems of Support (MTSS) • Tier 1 Practices
10:40-11:15	Student Experience Activity	Breakout Groups by CBO (25 minutes) <ul style="list-style-type: none"> • Brief Introduction within your group & Determine Roles • Review the three "windows" of programming • Choose one goal area for each window • Within that goal, <u>choose a best practice</u> that you believe will build a whole child approach and narrate what the student experience will look like if it were to be implemented in every classroom space after school. <p>Share out with the whole group (10 minutes)</p>

11:15-11:20	BREAK	5 minute break
11:20-11:25	Energizer	Let's get moving!
11:25-11:40	Work Time	<p>Individual Work Time within your Breakout Groups by CBO</p> <ul style="list-style-type: none"> • Strategizing & communicating among your site team • Opportunity to share best practices and ask questions within the group • Goal Setting with Whole Child Approach lens <p><u>Check-in with ExCEL Staff</u> Main Room (General Inquiries) - Karina ELO-P Room - Abbie SSCC Room (Incidents, PDs) - Robin</p>
11:40-11:45	Announcements & Reminders	<p>Upcoming Professional Development (PD Calendar)</p> <p>Next Monthly Meeting October 19th from 10A-12P at the Unitarian Universalist Center Are you joining us? October Monthly Meeting - RSVP Form</p>
11:45-11:50	Closing Moves	<p>Celebrations and Appreciation</p> <p>We want to hear from you! Please fill out the Feedback Form.</p>
11:50A-12P	Office Hours	Optional: ExCEL Office Hours for General Inquiries



ExCEL After School Programs

BACK-TO-SCHOOL INSTITUTE: Day 1 - August 8, 2023 • 8:30AM-4:00PM

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AGENDA & [SLIDES](#)

Time	Agenda Item	Details
8:30 - 9:00	Breakfast & Connecting	Catering by Delicioso Creperie
9:00	Opening Moves	Welcome & Agreements Agenda review Connectors
9:35	ExCEL Team	ExCEL Team <ul style="list-style-type: none"> • Our team and roles
9:45	Big Picture: SFUSD &	The Big Picture for SY 23-24

	Student & Family Services	<ul style="list-style-type: none"> SFUSD Student & Family Services
10:00	ExCEL's Vision & Priorities for SY23-24	ExCEL's Vision for SY23-24 <ul style="list-style-type: none"> What's new / shifts this year Overall scope & sequence for ExCEL meetings & PD
10:45	The Quality Action Plan - Part I	The Quality Action Plan - Part I <ul style="list-style-type: none"> The QAP: Back to the Future The EQAP Dashboard
11:15	The Quality Action Plan - Part II	The Quality Action Plan - Part II: Data-informed planning <ul style="list-style-type: none"> Program Profiles - redesigned Diving into your data
12:30	Lunch	Catering by Señor Sisig
1:15	ExCEL 101: Strong Systems & Structures	ExCEL 101: Strong Systems & Structures <ul style="list-style-type: none"> Guiding documents & protocols Resources: manuals, the HUB & your colleagues!
1:50	Navigating ExCEL Systems & Structures	Navigating ExCEL Systems & Structures: Stations / Rotations <ul style="list-style-type: none"> Three optional rotations with multiple stations Topics include technical assistance and Q&A
3:25	Reflections & Next Steps	Reflections & Next Steps <ul style="list-style-type: none"> What we learned What's next
3:35	Closing Moves	Closing Moves <ul style="list-style-type: none"> Feedback form Raffle, celebrations & appreciation Be sure to take all of your belongings!



ExCEL After School Programs
BACK-TO-SCHOOL INSTITUTE - Day 2 - August 9, 2023 • 9AM-3PM
[SLIDES + RECORDING](#)

Time	Agenda Item	Details
9:00	Opening Moves	Welcome & Agreements Agenda Review & Framing Today
9:15-11:45	Mandated Reporter Training	Safe & Sound Presenter: Clive Lazarus <ul style="list-style-type: none"> Be sure to sign in and complete the Safe & Sound evaluation form. Please make sure you enter in your full name and correct email address.

		<ul style="list-style-type: none"> • Certificates will be given to attendees who stay for the duration of the entire training. • PDF of the presentation • Resources <ul style="list-style-type: none"> ◦ CPS Hotline (reporting abuse or neglect): 415-558-2650 or 1-800-856-5553 ◦ Suspected Child Abuse Report (fillable form): English, Other Languages ◦ Safe & Sound Talkline (for caregivers and parents, available 24/7): 415-441-KIDS (5437) ◦ Huckleberry Youth: 415-668-2622 ◦ Larkin Street Youth Services: 1-800-669-6196
11:45 - 12:30	LUNCH	Enjoy lunch & take care of yourself!
12:30	Community Builder	Jann Ramirez
12:40	Safe & Supportive Culture & Climate	<p>Brief Introduction of Safe & Supportive Culture & Climate ExCEL's approach and support for you this year</p> <ul style="list-style-type: none"> • Professional Development Calendar (Fall 2023) • Cohorts/Groups for SY23-24 • Reasonable Accommodations • Incident Report Forms
1:30	Quality Action Plan - Part III	<p>The Quality Action Plan - Part III: Foundations & Best Practices</p> <ul style="list-style-type: none"> • Our approach to Intentional Program Design • Focus this fall on Safe & Supportive Culture & Climate • Add your questions to this QUESTIONS document
2:05	Monthly Meetings, Communication & Technical Assistance	<p>Monthly meetings and communication</p> <ul style="list-style-type: none"> • Supporting best practices & program design • Opportunities for collaboration: Sign up / RSVP <p>Finding information you need:</p> <ul style="list-style-type: none"> • Everything is on the HUB! • Monthly ExCEL newsletter <p>When you need help: Your colleagues are experts!</p> <ul style="list-style-type: none"> • Check the HUB • ExCEL office hours
2:30	Closing Moves	Feedback form Celebrations and Appreciation
2:35 - 3:00	Office Hours	Optional: ExCEL Office Hours



ExCEL After School Programs
September Monthly Meeting
September 21, 2023 • 10AM-12PM

[SLIDES](#) & [ZOOM RECORDING](#)

SIGN-IN FORM

FEEDBACK FORM



Time	Agenda Item	Details
10:00-10:07	Opening Moves	Welcome & Agreements Review Objectives & Agenda Please fill out the Sign-in Form Slides for today's meeting
10:07-10:12	Connector	Who's in the room?!
10:12-10:30	Framing & Our QAP Journey	Overview of Draft Scope & Sequence QAP - SFBI - DCYF Crosswalk SY23-24
10:30-10:40	Whole Child Approach	QAP Goal Setting with a Whole Child Approach lens <ul style="list-style-type: none">• ExCEL Quality Action Plan• Multi-Tiered Systems of Support (MTSS)• Tier 1 Practices
10:40-11:15	Student Experience Activity	Breakout Groups by CBO (25 minutes) <ul style="list-style-type: none">• Brief Introduction within your group & Determine Roles• Review the three "windows" of programming• Choose one goal area for each window• Within that goal, <u>choose a best practice</u> that you believe will build a whole child approach and narrate what the student experience will look like if it were to be implemented in every classroom space after school. Share out with the whole group (10 minutes)
11:15-11:20	BREAK	5 minute break
11:20-11:25	Energizer	Let's get moving!
11:25-11:40	Work Time	Individual Work Time within your Breakout Groups by CBO <ul style="list-style-type: none">• Strategizing & communicating among your site team• Opportunity to share best practices and ask questions within the group• Goal Setting with Whole Child Approach lens Check-in with ExCEL Staff Main Room (General Inquiries) - Karina

		ELO-P Room - Abbie SSCC Room (Incidents, PDs) - Robin
11:40- 11:45	Announcements & Reminders	Upcoming Professional Development (PD Calendar) Next Monthly Meeting October 19th from 10A-12P at the Unitarian Universalist Center Are you joining us? October Monthly Meeting - RSVP Form
11:45- 11:50	Closing Moves	Celebrations and Appreciation We want to hear from you! Please fill out the Feedback Form .
11:50A-12P	Office Hours	Optional: ExCEL Office Hours for General Inquiries