



SCUSD Expanded Learning Program Youth Development Support Services Department Enrollment Guidelines

The process outlined below is designed to remove barriers for vulnerable subgroups of students while providing an opportunity for all families to access Expanded Learning programs.

Enrollment in K-8 Expanded Learning Programs:

- The SCUSD Youth Development Support Services Department gives first priority to foster or homeless youth (identified students are accepted into program regardless of waitlist status).
- Teachers and site administration may make recommendations for at-risk students for additional behavior and academic supports.
- After priority enrollment at the elementary level, every parent will have a window of opportunity to submit applications to be placed in a lottery.
- If there are more applications than the allotted Expanded Learning slots, a lottery process will be initiated to determine which students will be enrolled into the program.
- Any student not initially enrolled will go on to a waitlist in the order as determined by the lottery.
- Siblings will be grouped together prior to the lottery.
- Students who apply after the opportunity window will be added to the end of the waitlist in the order applications are received.
- Lottery process will apply to each site each year. This is to make sure that all families can benefit from the program.
- Each agency will be required to inform all the families about the opportunity window (dates to be determined by the agency).
- Kindergarten parents may access Expanded Learning program through the lottery process. (*Please Note: Program starts at the end of the regular day.*)
- As Expanded Learning slots are limited at each program site, families are encouraged to check with program managers.



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Lottery Process for K-8 Sites:

In the event if there are more students than the available slots, YDSS Application Specialist will conduct a lottery and send it back to the program manager within two business days.

- Program manager collects the applications.
- All the student information is compiled in an excel spreadsheet by the program manager.
- Youth Development Application Specialist receives the student information and conducts the lottery.
- Based on the lottery results, program manager informs the families about their students' enrollment in the program.

Middle and High School Programs:

- At the middle school level, priority enrollment is given to students who are able to attend on a daily basis.
- At the high school level, courses are offered based on student interest and all eligible students are invited to enroll.