MOST Quality Standards
(Draft 10-8-2015)

The charge of the Quality Support and Continuous Improvement (QSC) Workgroup was to use research and local expert experience to create a shared understanding and vision of high quality Out-of-School-Time (OST) programming which informed the development of quality standards which encompass the wide range of MOST OST programs.

The MOST QSC Workgroup developed the Quality Standards based on the following values and beliefs about OST programs.

MOST Vision
The Madison Out-of-School Time (MOST) initiative will ensure that all of Madison's children and youth have access to comprehensive, high-quality, out-of-school time programs that support positive youth development, educational achievement, and college, career and community readiness.

MOST Core Values
Racial equity and social justice are core principles that inform and guide all MOST decisions, policies and functions. Consequently, MOST will concentrate its efforts to achieve the MOST vision for youth who are traditionally marginalized based on factors such as their racial/ethnic identities, income or recent immigrant status.

Values and Beliefs about Quality OST programs

- All children are capable and competent
- OST Programs build on the strengths of the children and youth in their programs
- Families are a child's primary and most powerful and influential educators. They are integral to their child's success
- Children and youth are members of multiple cultural groups that are to be supported and celebrated
- Children and youth develop best with secure and consistent relationships with responsive adults who communicate respectfully with each other, and positive relationships with peers.
- Children and youth are individuals who develop at various rates
- Children and youth exhibit a range of skills and competences within any domain of development
- Learning is developmental
- Expectations are guided by knowledge of children and youth development
- Children and youth learn through play and interaction and the active exploration of their environment

- Quality systems are in place at the organizational level in order to sustain high-quality interactions and learning environments at the classroom or group level These systems are inclusive of staff development, wages, benefits, written policies and procedures, fiscal management and community partnerships
- Children and youth have a safe and healthful environment that provide appropriate and well-maintained environment to facilitate child/youth and staff learning and development. The program is informed by ongoing systematic, formal and informal assessment approaches to assure an ongoing improvement process, which relies on data to identify strengths and weaknesses
- OST programs are supported by a system of structures that determine the quality of program delivery, inclusive of fair employment practices (wages, benefits), staff development opportunities, policy development and enforcement, and positive community relationships
- Best practices are informed by experience in the field and by research. Both are valuable sources of knowledge.
- Just like individuals, programs and organizations start at different places and have the potential for growth and development.

MOST K-12 Standards

Supportive Relationships and Environment

1. Staff are intentional in creating an environment where children, youth, families and staff interact with one another in positive ways and promote a just and equitable environment.
2. Staff value authentic partnerships with parents and families of youth in the program.
3. Staff have a strategy for communication with families, MMSD and other key stakeholders to share important information to support the well-being of children and youth.
4. The program builds intentional and targeted connections and partnerships with community-based organizations and leaders.
5. Families and community members participate in the development, improvement and implementation of program policies, procedures and programming that are responsive to the needs of children, youth and families in the community.

Program Structure

6. Staff provides programming that builds on the strengths of children and youth, encourages youth engagement in learning and is aligned with the styles, abilities, and interests of individuals in the program.

7. Activities reflect the mission of the program and promote the development of all children and youth in the program
8. There are sufficient materials to support program activities.
9. The financial management of the program supports the program's goals.

Staff Development

10. Staff members are qualified to work with children and youth.
11. The training needs of staff members are assessed and training offered is relevant to the responsibilities of the job.
12. Staff members receive appropriate support to help them be effective in their jobs and make their work experience positive.
13. Professional development includes training on implicit bias.

Health & Safety

14. The safety and security of children and youth are protected. Children and youth are carefully supervised to maintain safety.
15. When offered – food and drinks meet the needs of children and youth.
16. Program policies and procedures are in place to protect safety and enhance the health of all children and youth.
17. The programs space meets the needs of children, youth, and staff, protects and enhances health, and allows children and youth the opportunity to take initiative, explore and be creative.

Organizational Structure/Administration

18. The administration provides sound management of the program.
19. Personnel practices support the recruiting, hiring and retaining diverse staff.
20. There is ongoing evaluation of established outcomes appropriate for the scope of the program.
21. There is an organizational strategic plan which includes goals for program quality continuous improvement and program equity continuous improvement.
22. There is an organizational strategic plan which includes goals for program and organizational equity continuous improvement

Quality Workgroup Member Organizations include:
City of Madison - Childcare
City of Madison – Youth and Teen Programs
Commonwealth Development
First Tee
Goodman Community Center

Lussier Community Education Center
Madison Children's Museum
MMSD – Family & Community Engagement
MMSD – School Partnerships and Innovation
Madison Public Library
MSCR
Second Harvest
Simpson Street Free Press
UW Morgridge Center
Wisconsin Youth Company
WI Department of Children and Families - YoungStar
Wisconsin Institutes for Discovery