

DCPS School Program Providers: In-Person Student Support Centers

September 2, 2020

Context

Need

DCPS will be in an all-virtual learning posture through at least Term 1, which ends November 6. Online learning for students will be more structured than it was in the spring, and students will spend significantly more time engaging in live instruction with their teachers. We recognize that, for some students, learning at home will be challenging due to family circumstances and commitments. We anticipate this challenge will be particularly acute for our students experiencing homelessness and housing transitions, as well as our at-risk eligible students, and students receiving special education and English Learner services.

Goals

As we reflect on our values of Students First and Equity, we recognize the importance of in-person learning opportunities for these targeted groups of students, even while our district remains in an all-virtual posture. We are excited about the possibility of collaborating with our registered School Program Providers (SPPs) to host Student Support Centers that accomplish two goals:

- Provide a safe, supported space and tutoring for targeted groups of students to supplement online learning with their teacher.
- Provide opportunities for safe, social interactions and enrichment activities that can support the development of the whole child (e.g. arts experiences).

Ideally all Student Support Centers will accomplish both goals, however, we will also review applications that focus on only one.

Logistics

Safety

All Student Support Centers will be required to adhere to DCPS, OSSE, and DC Health safety requirements. These requirements will be detailed in a Partner Operations Guidelines document, forthcoming by September 14. All partner staff that will be providing in-person services will need to participate in safety training hosted by DCPS; following the training, each partner organization will be required to submit a written plan indicating how they will adhere to these safety protocols. DCPS will conduct periodic site-visits to ensure compliance.

Students

Student population: Student Support Centers should prioritize students experiencing homelessness and housing transitions, as well as our at-risk eligible students, and students receiving special education and English Learner services. Partners are encouraged to serve students in these targeted groups with whom they have existing relationships. DCPS will collaborate with partners to identify students who will be best served by this programming.

Immunizations: In order to prevent the spread of infectious diseases, it is vital that all students meet school immunization requirements before entering school. Beginning school year 2020-21, District law and regulations requires that all students have up to date immunization certification on file with the school or they will not be allowed to participate in any in-person learning opportunities or activities after 20-school days.

Capacity: All Student Support Centers must open with between 20-50 students. Additional students may be added over time pending successful implementation, District health conditions, and approval from relevant city agencies.

Program details

Goals: Ideally, programs will address both of our goals for Student Support Centers, as noted above, and provide programming for 3-6 hours each day, five days per week. However, programs that are only able to address one goal or provide programming for less time will still be considered.

Meals: DCPS will provide meals/snacks for students as needed, depending on the length of programming.

Outdoors: As feasible and weather permitting, partners are encouraged to use outdoor spaces for activities. Staff and student cohorts must be maintained while in outdoor spaces; each group must have extra physical (social) distance (more than 6 feet) between them and the next group. Athletic programming use of indoor or outdoor spaces are not permitted through term 1 (November 6).

Content: All academic support should complement the virtual live-instruction that students receive from their DCPS teacher. Students at Student Support Centers should not miss live instructional content to engage in enrichment programming. Enrichment programming should take place outside of live-instructional time.

Training

All partner staff operating in-person programming will be required to attend health and safety training prior to providing services. Optional trainings will also be provided to support partner staff understanding of Canvas (DCPS's learning management system) and Microsoft Teams (DCPS's live instruction platform).

Licensure

All Student Support Centers operated by a SPP serving children under age 13 need to be licensed childcare providers through OSSE. Licensure is tied to location; partners need a separate license for each location in which they will operate. Partners who have existing licenses, either in DCPS buildings or their own property, are encouraged to leverage these facilities to serve our targeted students.

Details

Funding

All Student Support Centers operated out of DCPS buildings must be free of charge to all families. DCPS will provide in kind donations to cover security/custodial costs, PPE for staff and students, and meals/snacks for students.

Currently, SPPs can operate Student Support Centers using the following funding sources:

- *FY20 DCPS POs, independent of DCPS 21CCLC grant.* SPPs with open DCPS Purchase Orders for Fiscal Year 2020 that are not associated with DCPS's 21CCLC grant can use those funds to provide in person programming through September 30. Any remaining POs on DCPS's 21CCLC grant should not be used for this purpose.
- *SPP funding.* SPPs may use their own funding sources (e.g. grants) to provide in person programming.

In the coming weeks, DCPS will release an RFP for providers interested operating Student Support Centers with financial support from DCPS. We will send a notice to partners when the RFP is released.

Timeline

Partners who have an open FY20 PO unrelated to DCPS's 21CCLC grant, who would like to provide in-person programming before September 30 should reach out to Thomasin Franken (Thomasin.Franken@k12.dc.gov) ASAP. Thomasin will review your status and help expedite approval as necessary.

Partners who can provide programming with their own funds should follow the timeline below:

- September 14: Interested SPPs submit an application (more information below)
- September 22: SPPs are notified of approval status
- October 13: Student Support Centers open
- November 6: Last day of Term 1; Student Support Centers may continue into Term 2 pending DCPS reopening status.

Partners who need additional financial support to provide programming can:

- *Begin licensure process, if necessary.* SPPs should first communicate with schools and confirm their interest in the SPP becoming licensed in their building. Then, SPP should notify Thomasin Franken (Thomasin.Franken@k12.dc.gov) of their intent to become licensed, and begin the process through OSSE.
- *Begin planning.* SPPs can begin developing tentative plans and budgets in accordance with the guidance provided here, so that they're ready to apply as soon as funding becomes available.
- *Stay on the lookout for the RFP.* All DCPS RFPs will be posted online; we will also email SPPs when the RFP goes live so that you're aware.

Application

At this time, partners may be approved to provide in-person programming through either:

1. **School Application (due 9/14):** Principals may apply to provide in-person supports for targeted students at their school. They may do this independently or in collaboration with a partner. If a principal reaches out and wants to include you in their school application, you do NOT need to submit a separate application.
2. **Partner Application (due 9/14):** Partners may apply independently to provide in-person programming via this application. We strongly encourage partners to confer with schools before submitting an application to work with them. If a partner completes this application in collaboration with a school, the school does not need to complete a separate application.

All applications (school and partner) received by September 14 will receive notification of their approval status by September 22, with the goal of learning hubs opening on October 13.

Partners who need financial support from DCPS to operate a Student Support Center should not complete the application above; once the RFP is released, it will serve as the application.

Additional Questions?

Please reach out to Thomasin Franken (Thomasin.Franken@k12.dc.gov) if you have additional questions regarding this work. Thank you!