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# Request for Statement of Qualifications for Expanded Learning Programs

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## I. INTRODUCTION







1. **Need for Program:** 10 points (1 page)

Describe how the proposed programs unique features will address the needs of SCUSD students and their families and how the programs are expected to improve student learning, including learning in core academic areas such as reading/language arts, mathematics or science.

2. **Program Design:** 30 points Total (2-3 pages)

**Program Description** (15 points)

- a. Please describe how the program will be mission aligned with SCUSD Expanded Learning priorities.
- b. Describe the range and type of programs that will be offered.
- c. Describe how your program proposes to attract youth and their families. Also explain how you will maintain student enrollment throughout the school year (180 days). Specifically describe your strategy to retain 85% or better of average daily attendance at a single site. How will program schedules and offerings be designed to encourage and support regular participation among students?
- d. Please describe the organizational structure that will support the Expanded Learning Program and specifically the program manager/ site director position.
- e. Describe how parent and youth feedback will be included in the ongoing development of the program.

**Elements of High-Quality Programming** (15 points)

Describe how the elements below will be addressed and incorporated into the Program Design.

- a. **Linkages to the School Day:** Describe the ways in which the program will be connected to the regular school day (e.g. shared staff, space, training, policies, curriculum, leadership support, instructional methods, etc.) and how the program will remain balanced.
- b. **High-Quality Staff:** Who will be hired to work in the

- c. **Professional Development:** Describe the types of professional development you offer, how often, when and to whom. Consider: orientation, youth development, fostering positive behavior, regularly scheduled staff meetings for program development, linking to the school day, how to help with homework, training enrichment leaders or mentors, linking to curriculum frameworks (common core and social/emotional learning).
  - d. **Communication/Information Dissemination:** Tell us how the organization will communicate information about the program, including evaluation results, to parents, school personnel, and community in a manner that is understandable and accessible?
  - e. **Volunteers:** Describe how you will enlist, utilize orientate, and train volunteers in the running, oversight, and promotion of the program.
4. **Project Evaluation:** 20 points (1 page). Refer to Program Goals in Appendix C.
- a. Describe your evaluation plan
  - b. Describe the data sources (indicators) that will be used to measure PROGRAM GOALS, what they measure, and how they will be used to determine success.
  - c. Describe how the evaluation information will be used to provide feedback to stakeholders and staff and to inform project direction.
5. **Success and Sustainability:** (10 Points) (1-2 pages)
- a) **Record of Success:** Please tell us where and how you have been or are currently successful in implementing Expanded Learning programs.
  - b) **Sustainability Plan:**



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**REVERSE PAGE**

January 26, 2016

***TRAINING PROGRAMS***

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**PROGRAM IS FOR:**

**SCHOOL(S)**

**HIGH SCHOOL(S)**

\_\_\_\_\_

State & Zip: \_\_\_\_\_

Address: \_\_\_\_\_

**Appendix B: Assurances to Meet Requirements SCUSD Expanded Learning Programs**

**The agency will comply and work collaboratively with SCUSD to uphold certified assurances.**

<b>CERTIFIED ASSURANCES</b>
<b>Program Elements</b>

## Appendix C:

### **PROGRAM GOALS**

Listed below are the five (5) required program goals that **MUST** be reported on throughout the project. You may add others if you choose. Once added they must be reported on for the duration of the project.

Data sources are what you will use (tests, grades, etc.) that are **statistical & measurable** to show outcomes/change. Use only data sources for which you will have results that can be compared within grant reporting timeframe.

#### **Program Goals:**

1. To improve the academic performance in reading /language arts and math of students who are low performing/ failing or at high risk of failure
2. To improve the health and wellness of youth who participate in the Expanded Learning Program.  
*This might include but not be limited to: nutrition, physical fitness, social-emotional development/asset building,*

