

CCSD Office of Expanded Learning Application for Enrichment Providers

THE PURPOSE OF THIS FORM IS TO GATHER IMPORTANT INFORMATION ABOUT CURRENT AND NEW ENRICHMENT PROVIDERS REQUESTING TO PROVIDE SERVICES IN OUR AFTER SCHOOL PROGRAMS.

Application Due Date: Ongoing

Application Process: The ELCE department will review and approve applications three times annually. (July, November, and April)

BACKGROUND INFORMATION

A. Introduction

By the time middle class children reach sixth grade, they have likely spent 6,000 more hours learning than children born into poverty. Unfortunately, time to learn is a resource that is unequally distributed across socio economic groups and has serious impacts on our least advantaged.

For middle class children, home, after-school and summer are often filled with opportunities to read, problem solve, create, and persevere. These opportunities are often not available to children living in poverty, as the stress of day to day life shifts attention elsewhere. Closing this so called, "opportunity gap", is a precursor for closing the achievement gap.

An important component of the opportunity gap is access to high quality after school programming.

To address this issue within our community, Charleston County School District is taking a more strategic approach to after school programming and this application process is the first step in building a more cohesive relationship with our enrichment providers and community partners.

B. Purpose of this Application Request Form

Charleston County's Office of Expanded Learning (Kaleidoscope) is soliciting applications through an open, competitive process from organizations who wish to partner with the District and provide after school enrichment opportunities for our students. The focus of our work each school year will be to create a strong line-up of offerings for our students.

KEY INFORMATION

A. Who is Eligible to Apply?

- 1.** This application is open to organizations who are currently serving as enrichment partners within Expanded Learning (Kaleidoscope) and for those who are not currently serving as enrichment partners.
- 2.** Applicants must provide their certificate of incorporation or federal tax ID number. Both non-profit and for-profit organizations are eligible for this application.
- 3.** If selected applicants must have or acquire a Certificate of Liability Insurance, W-9 form, CCSD vendor form, and SLED checks (background checks) and driver's license pictures on all employees.

4. All applicants must:

- a. Have and provide evidence of their experience in delivering after school programming;

OR

- b. Provide evidence that they have the knowledge and capacity to provide a quality program to students after school

B. General Information

Calendar of Programming

Session dates to be determined.

Staffing:

Quality staff is the key to quality programming. We want all program staff to reflect the following quality indicators identified in the Weikart Center for Youth Program Quality's Youth Program Quality Assessment (YPQA).

They include:

- Staff provide a welcoming atmosphere.
- Staff support children in building skills.
- Staff support children with encouragement.
- Staff encourage children to manage feelings and resolve conflicts appropriately.
- Staff engage with children in positive ways.

Providers will receive support and training to support them with the implementation of these Quality Standards. All providers are required to complete a CCSD background check previous to working in the program.

Enrichment Program Quality:

We welcome enrichment providers in all disciplines (sports, arts, academics, etc.) however, each program provider must be committed to integrating the following hallmarks of quality after school programming (also excepted from the YPQA):

- Session flow is planned, presented and paced for children.
- Activities support active engagement.
- Children have opportunities to develop a sense of belonging.
- Children have opportunities to practice leadership skills.
- Children have opportunities to make plans.

- Children have opportunities to make choices based on their interests.
- Children have opportunities to reflect.
- Children are encouraged to exercise independence and take on responsibilities.

Providers will receive support and training to support them with the implementation of these Quality Standards.

Professional Development:

In order to help selected providers achieve quality programming, providers will be required to participate in one quality improvement training. Trainings will provide a shared language around high quality youth programming and help providers integrate these practices into their daily facilitation. In addition, providers will also be engaged in a quality improvement process which will involve self-assessment, observation and feedback and improvement planning.

Student Outcomes and Evaluation:

We will continue to have discussions around this but at this time we have no formal evaluation system in place. As part of our ongoing effort to improve, we will be distributing surveys to after school staff, principals, teachers, students and parents and will include language about enrichment provider quality.

Selection Process

a. Application Review Team

Responses will be reviewed and rated by an Application Review Panel comprised of staff in the Department of Expanded Learning. This group will consider the selection priorities and will make recommendations for partnership

b. Selection Priorities

Programs will be selected based on the following:

1. Providers who are open to offering discounted rates in some of our underserved schools in exchange for assistance in marketing and promotion at some of our full pay sites.
2. Providers currently working as Expanded Learning (Kaleidoscope) partners that have demonstrated a consistent level of excellent performance.

3. Extent to which applicants demonstrate that they will be able to reach youth that are traditionally hard to engage in after school programs, including youth that have shown a low engagement in school and/or behavioral concerns.
4. Providers that can offer compelling data that demonstrates the impact their program has on youth and/or the research basis for their approach.
5. Providers that can offer quality services to larger groups of students (i.e. 40 students or more at one time).
6. Providers that can offer quality, developmentally appropriate programming to more than one grade level (ideally a 3 grade level span K-2/3-5).
7. Providers who are open to working in more than one or two after school programs.

F. Submission Requirements

All applications must be sent to expandedlearningenrichment@charleston.k12.sc.us or hand delivered to 721 Wappoo Road, Charleston, SC 29407, Office of Expanded Learning, attention Wallace Bonds.

CCSD Enrichment Provider Application

Name of organization or company
Company or organizational mission
Type of enrichment provided
Main point of contact
Phone number
Email address
Mailing address
Are you a current after school enrichment provider for CCSD? If yes, please indicate locations.
Please describe how your enrichment activities positively affect our students? What skills do you help build?
How do you measure the effectiveness and quality of your programs? Please be specific.
Please describe your staffing model. For example, what is your student to staff ratio?

Please elaborate on any curriculum you use to implement your enrichment activities. If you don't use a curriculum, please notate that.

What schools or areas are you interested in working in?

Please describe your fee structure. How much do you charge per child? Per group? Any details you can provide would be helpful.

Do you offer discounted rates in schools that serve socio-economically disadvantaged students? If yes, where? If no, why not?

Would you be willing to negotiate your prices in some schools if we could help leverage your exposure in programs that you can charge full pay?

How many days or classes per week can you offer? Please be specific as possible.

Signature (please print name of person submitting this application)

Date