What's the role of this team?

Provides local education agencies with federal grant funds to support academic achievement and school improvement in accordance with ESEA. Supports the charter sector with specialized planning and funding initiatives.

What are the key responsibilities of this team?

- ESEA grants (Titles I-IV)
- Public charter school finance and support (SOAR, Title V-B/CSP, Direct Loan and Credit Enhancement support for facilities)
- School improvement grants
- IDEA monitoring
- IDEA policy/guidance development
- Nonpublic special education placement
- Special education state complaints
- Education in correctional facilities (Title I-D)
- 21st Century, Community Schools, and McKinney-Vento grants
- Homeless Education Program
- Private (nonpublic) schools
- Nonpublic special education school oversight
- Homeschooling
- Other special programs

Deputy Supt. Of Academics & Schools
Danielle Branson

Asst. Supt. of Systems & Supports, K-12
Nikki Stewart

Asst. Supt. of Health & Wellness
Tia Brumsted

Asst. Supt. Of Teaching & Learning
Elizabeth Ross

Asst. Supt. Of Postsecondary & Career Ed
Dr. Antoinette Mitchell

Federal Programs & Strategic Funding
Linda Sun

Special Education
Victoria Glick

Special Populations & Programs
Kelly RuddSafran

Strategic Planning & Operations
Vacant
What's the role of this team?

Provides schools and educators with guidance, resources, and supports to address students' comprehensive health needs through sustainable school improvement.

What are the key responsibilities of this team?

- Whole child structures and supports
- Fosters cross-sector and cross-agency relationships
- Health education, physical education and physical activity
- Behavioral/mental health
- Environmental literacy
- Educator wellness and leadership development

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Elizabeth Ross

Asst. Supt. of Postsecondary & Career Ed
Dr. Antoinette Mitchell

Healthy Schools & Wellness Programs
Rachel Sadlon

Nutrition Programs
Elizabeth Leach

Policy & Planning
David Esquith

Strategic Operations & Budget
Vacant

Senior Advisor, COVID-19 Public Health Response
Dana Carr

- Whole child structures and supports
- Fosters cross-sector and cross-agency relationships
- Health education, physical education and physical activity
- Behavioral/mental health
- Environmental literacy
- Educator wellness and leadership development

- USDA grant administration
- NSLP, SBP, CACFP, Healthy Schools, Summer Meals, Healthy Tots, Food Distribution, Emergency Feeding
- School gardens and farm to school programs
- Monitoring and compliance for all meal programs

- Development, analysis, and execution of policy and regulations
- Inter-governmental relations
- COVID-19 health and safety policy
- Program evaluation
- Research
- Data collection, analysis, visualization and reporting, and strategy

- Fiscal strategy, accountability, and oversight
- Procurement
- Personnel management
- Operations strategy and execution
- General office admin

Division – Leadership Team
Team – Reports to Leadership Team
What's the role of this team?

Leads OSSE’s work to catalyze a sustained, high-quality, diverse pipeline of teachers and school leaders for all DC schools

What are the key responsibilities of this team?

- Oversees the approval of educator preparation providers and subject area programs preparing future educators
  - Collects and reports data from educator preparation providers and subject area programs
  - Oversees implementation of the GYO program grant
  - Provides support to LEAs implementing and sustaining mentoring and induction programs for new teachers
- Sets the policy and implements educator credentialing requirements for teachers, school leaders, and school service personnel in the District of Columbia
  - Provides models for educator evaluation programs
- Provides standards-based training and technical assistance for LEAs
  - Supports high-quality academic standards and supports to accelerate learning in science, math, literacy and social studies
- Develops and disseminates EL policy
  - Develops and delivers capacity-building training and technical assistance on EL programming and instruction
  - Leads Title III Advisory Committee for the District of Columbia
  - Develops and delivers capacity-building training and technical assistance on special education programming and instruction
- Coordinates strategic use of funds to maximize outcomes and ensure alignment with division and agency priorities
- Leads school culture and climate investments
  - Leverages educator workforce data to maximize equity and improve outcomes for all students
What's the role of this team?

What are the key responsibilities of this team?
What are the key responsibilities of this team?

- Coordinates services for eligible children
- Identifies children with developmental delays or disabilities
- Provides training and technical assistance
- Provides direct services to families and children with Individualized Family Service Plans (IFSPs)
- Issues licenses
- Monitors licensed facilities to ensure compliance with child care licensing regulations
- Provides technical assistance to providers
- Investigates complaints
- Facilitates criminal background check process
- Administers Child Care and Development Block Grant
- Establishes eligibility policies and payment rates
- Audits compliance
- Processes monthly provider payments
- Provides funding to support quality improvement initiatives
- Supports policy development and research for DEL
- Coordinates and collaborates within District government agencies and early learning sectors—community-based organizations (CBOs), public charter local education agencies (LEAs) and DC Public Schools (DCPS)
- Collaborates with business, philanthropy, higher education, nonprofit, and government partners to ensure engagement in and support of quality initiatives
- Monitors programs, provides technical assistance, consumer education, and ongoing PD
- Develops monthly newsletters, press release and other outreach documents
- Updates DEL’s website
- Works with DEL and OSSE departments to create communication plan, strategies and documents (e.g., one-pagers, FAQs) for DEL’s initiatives
- Sets the regulatory and policy framework for Part C services
- Monitors the delivery of Part C services and complies all federal reporting requirements
- Works with LEAs to facilitate smooth and effective transitions to Part B services
- Provides PD support to CBOs and LEAs serving children 3-5 with special needs

What’s the role of this team?

Ensures full implementation of IDEA Part C, a comprehensive statewide system of early intervention services. Serves as the District’s point of entry for infants and toddlers with delays and disabilities, ages birth to age 3 and their families.
What’s the role of this team?

Ensures internal and external stakeholders are clear on the agency’s role, its direction and priorities, day-to-day decisions and actions, and the rationale behind them.

What are the key responsibilities of this team?

- Implements strategic communications plan
- Cultivates relationships with reporters and develops responses to media inquiries
- Structures channels for communicating with key audiences and stakeholders
- Publishes internal (OSSE Wire) and external newsletters (LEA Look Forward)
- Coordinates with Mayor’s communications team
- Create and execute OSSE’s DEIB strategy
- Use quantitative and qualitative data to drive DEIB efforts within OSSE
- Partner with other agencies and stakeholders to enhance DEIB strategy
- Develops agency’s policy agenda, including new and updated regulations, policies, and coordination with DC Council and State Board of Education
- Organizes budget and performance oversight plan development and reporting
- Supports strategic plan implementation and progress monitoring
- Coordinates with internal and external stakeholders
- Legal review of key documents
- Legal research and advice
- Litigation and hearings
- Drafting of statutes and regulations
- Negotiation and preparation of charter school financing transactions

Provides legal counsel to the agency and represents the agency in legal matters pertaining to its functions.
Strategic and Operational Planning
Alexander Jue

Leads the development, implementation, and routine maintenance of the DC School Report Card and DC’s accountability system, the STAR Framework.

Assessments
Stephanie Snyder

Leads OSSE’s Next Generation Assessment (NGA) annual test administration coordination, policy portfolio, and test integrity procedures.

Data Governance
Gwen Rubinstein

Develops policies, rules, and guidelines for the management, use, and sharing of OSSE data to ensure that all data are managed, used, and handled properly and securely; provides division support for project, change, and communications management.

Research, Analysis, & Reporting
Vacant

Performs high-quality analysis and research to inform and provide actionable input and reports to OSSE leaders, policy makers, LEA leaders, and stakeholders.

What’s the role of this team?

What are the key responsibilities of this team?

- DC School Report Card
- STAR Framework
- LEA, school, parent, and community engagement on changes and impacts of the report card and accountability system
- ACCESS ELL assessment
- Assessment development
- Assessment policy
- Assessment reporting
- Collaborative assessment and program research
- DC Science assessment
- LEA support and training for assessments
- MSAA
- PARCC
- Test administration
- Test integrity
- Accountability oversight and governance
- Change management
- Communications management
- Data policy development
- Data privacy
- Data sharing agreements
- Data stewardship
- Project management
- Accountability operations
- Collaborative research
- Data analysis
- Data requests
- Federal reporting
- LEA engagement for research and analysis results and impact
- Local reporting
What are the key responsibilities of this team?

- Quickbase support and maintenance
- Helpdesk support for schools and transportation requests
- GPS and phone support
- Business analysis
- Change control
- Contract management
- Fiscal planning
- IT portfolio management
- IT project prioritization
- Process improvement
- Procurement and contract management
- Training and development
- Application development
- Application support and troubleshooting
- Software development
- System architecture
- Grants system development
- Data architecture
- Data collection
- Data quality assurance
- Data visualizations
- Master data management
- Reference data management
- Internal and LEA customer support
- Stakeholder Engagement
- Data Quality
- Connectivity
- Device support
- Server and user management
- Telecom
- Network Security
- Infrastructure Security
- Data Security
**What's the role of this team?**
- Provides agency-wide fiscal strategy, development, management, and oversight

**What are the key responsibilities of this team?**
- Budget formulation, execution, and closeout
- Facilities management
- PCI administration
- Risk management
- Fleet management
- Direct voucher processing
- Language Access
- IQ
- Travel processing
- Small purchases
- Contracts
- Local Small Disadvantaged Business Enterprise (LSDBE) compliance
- Small purchases
- Mediations
- EEO
- Enrollment audit
- Residency verification
- Training/technical assistance
- UPSFF policy
- Non-resident tuition
- CBO enrollment, residency audit
- Closing charter school coordination
- EGMS
- A-133 Audit
- Agency financial close out (grants)
- Federal fiscal reporting
- Training and technical assistance
- Simplifying processes to learn about, apply to, and enroll in public schools
- Operate the lottery application and waitlist system
- Inform LEA and school-based enrollment planning
- Executes Medicaid claiming
- Nonpublic tuition payments

**Division – Leadership Team**
- Asst. Supt. of Data, Assessment, & Research
  - Kelley Scholl
- Chief Information Officer, Systems Technology
  - Jay Huie
- Asst. Supt. of Operations
  - Keinan Thompson (Interim)
- Asst. Supt. of Human Resources
  - Sheila Cuthrell
- Director of Student Transportation
  - Michael Riley

**Team – Reports to Leadership Team**
- Deputy Supt. of Operations
  - Raphael Park
- Budget & Finance
  - Ryan Aurori
- Building Operations
  - Alecia Denmark
- Contracts & Procurement
  - Tamera Anderson
- Dispute Resolution
  - Pamela Brown
- Enrollment & Residency
  - Aaron Parrott
- Grants Management & Compliance
  - Nancy Mahon
- My School DC
  - Amy Lerman
- Non-Public Tuition & Medicaid Recovery
  - Tessa Haiden
What's the role of this team?

- Provides career assistance and guidance around specific agency training needs
- Coordinates training program enrollment and activities for employees.

What are the key responsibilities of this team?

- Career Coaching
- Leave Programs
- Professional Development
- Performance Management
- Organizational/Workforce Development
- Talent Development Strategy
- Recruitment
- Onboarding
- ID Badges
- New Hire Orientations
- Reassignments
- Merit Increases/Promotions
- Disciplinary Action
- Grievances
- Investigations
- Labor Relations
- Workers Comp
- Sexual Harassment
- Reinstatement
- PeopleSoft Timesheets
- Employment Verifications
- Student Loan Programs
- Drug and Alcohol Testing
- Background Checks
- CDL Drivers Certification