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 completes 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

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### Early Intervention

- **Andres Alvarado** (Part C-Local)
  - 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

- **Eva Laguerre**
  - Licenses and monitors child development centers and homes. Ensures maintenance and enforcement of the District’s child care licensing regulations

- **Rebecca Shaw**
  - Sets policy for the child care subsidy program, administers subsidy payments and early learning grant awards

- **Bonnie Mackintosh**
  - Provides leadership for developing and implementing child care, pre-K, early intervention and subsidized child care policies and regulations; supports development of the DEL’s strategic plan and engages with other district agencies

- **Kathryn Kigera**
  - Develops and manages all DEL quality programs, including, but not limited to, Capital Quality, Quality Improvement Network, shared services and professional development (PD)

- **Margareth Legaspi**
  - Ensures full implementation of IDEA State Part C and Part B-619

### Licensing & Compliance

- **Eva Laguerre**
  - Licenses and monitors child development centers and homes. Ensures maintenance and enforcement of the District’s child care licensing regulations

### Policy, Planning & Research

- **Bonnie Mackintosh**
  - Provides leadership for developing and implementing child care, pre-K, early intervention and subsidized child care policies and regulations; supports development of the DEL’s strategic plan and engages with other district agencies

### License and Grants Management

- **Rebecca Shaw**
  - Sets policy for the child care subsidy program, administers subsidy payments and early learning grant awards

### Quality Initiatives

- **Kathryn Kigera**
  - Develops and manages all DEL quality programs, including, but not limited to, Capital Quality, Quality Improvement Network, shared services and professional development (PD)

### Communications

- **Eboney Rice**
  - Develops and implements communications and outreach strategy

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### Early Learning

- **Elizabeth Groginsky**
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  - 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)
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What’s the role of this team?

Provides local education agencies with a combination of meaningful supports and interventions to accelerate school improvement and student outcomes, in accordance with IDEA and ESEA.

What are the key responsibilities of this team?

- Risk-based monitoring
- Grants to support school improvement
- Title I-A, II-A, III-A, IV-A, and ICY grant administration
- IDEA programmatic monitoring
- Parent outreach (ESEA and IDEA)
- 21st Century Grant
- McKinney-Vento Homeless Assistance
- Homeschooling
- Private schools
- Policy & regulation development
- Office of Public Charter School Finance & Support (SOAR & Title V8)
- Special Education State Complaint Office
- Nonpublic placement oversight
- Nonpublic school monitoring
- Interagency coordination: CFSA, DBH, DYRS
- Interagency school support
- Community Schools
- Title I-D
- Division support (e.g., staff onboarding, equipment, travel, training)
- Division budgeting and procurement
- Fiscal monitoring support
- IDEA fiscal policy, grant applications, fiscal oversight
- Medicaid claiming
- Nonpublic tuition payments
What's the role of this team?

Manage programs and initiatives that support educator equity including the DC Staffing Data Collaborative.

What are the key responsibilities of this team?

- Oversees the DC Staffing Data Collaborative and Equitable Access Plan
- Conduct data analysis and research to determine equity gaps and supports needed
- Manage educator licensure for the District of Columbia
- Accredit educator preparation programs
- Provide models for educator evaluation programs
- Manage educator awards
- Identify Blue Ribbon Schools in the District of Columbia
- Provide standards-based training and technical assistance for LEAs
- Give information about school-wide evidence-based models
- Provide support for special populations
- Support Science, Technology, Engineering and Math (STEM)
- Provide support for literacy
What's the role of this team?

Establishes programs and provides services to support middle and high school students as they prepare for postsecondary education and careers

What are the key responsibilities of this team?

- Implements Dual Enrollment, SAT Day, SAT Prep, OSSE Scholars
- Manages College Career and Credential Network, College Awareness Month, Adult College Completion Network and other programs
- Administers grants to students
- Maintains relationships with key stakeholders
- Manages fiscal reconciliation efforts
- Helps create new policy and procedures documents
- Supports programmatic use of data to strengthen outcomes
- Administers grants to CBOS offering adult education courses
- Works with other agencies to provide coordinated services to adult learners
- Administers GED exams
- Conducts targeted outreach
- Assesses academic and non-academic needs
- Identifies good-fit educational options
- Supports re-enrollment
- Provides ongoing support
- Licenses degree-granting and non-degree granting postsecondary institutions in the District of Columbia
- Licenses postsecondary institutions
- Addresses complaints from the public
- Processes transcript requests
Division – Leadership Team

Superintendent
Hanseul Kang

Early Learning
Elizabeth Groginsky

Systems & Supports, K-12
Elisabeth Morse
Sharon Gaskins (Interims)

Teaching & Learning
Shavonne Gibson

Postsecondary & Career Ed
Antoinette Mitchell

Student Transportation
Gretchen Brumley

Health & Wellness
Heidi Schumacher

Chief of Staff
Shana Young

General Counsel
Sarah Jane Forman

Deputy Superintendent
Sara Meyers

Team – Reports to Leadership Team

Mental Health Vacant

Healthy Schools & Wellness Programs
Kerriann Peart

Deputy Assistant Superintendent
Tia Brumsted

Nutrition Programs
Lindsey Palmer

Policy & Planning
Vacant

Strategic Operations & Budget
Melissa Smith

What’s the role of this team?

Supports multi-tiered school-based mental health supports, including under federal Project AWARE grant and local mental health programs.

What are the key responsibilities of this team?

- Designs and implements systems of mental health care in schools
- Fosters cross-sector and cross-agency relationships
- Collects and reports data
- Technical assistance and training to school and community-based teams
- Whole child structures and supports
- Health education
- Physical education/physical activity
- Reproductive and sexual health
- Environmental literacy
- Educator 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
- 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

Oversees operations for the Division, including procurement, human resources, finance, and auditing activities
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?
- Strategic communications plan implementation
- Relationships with reporters; responses to media inquiries
- Structures and channels for communicating with key audiences and stakeholders
- Internal and external newsletters: OSSE Wire, LEA Look Forward
- Coordination with Mayor's communications team
- Strategic plan implementation progress monitoring and support
- Effective and consistent coordination with internal and external stakeholders
- Agency's policy agenda, including new and updated regulations, policies, an coordination with DC Council and State Board of Education
- Budget and performance plan development and reporting
- Recruitment process
- Employee relations
- Performance management
- Staff capacity building
- Coordination with DCHR
- 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
Assessments
Danielle Branson
Leads OSSE's Next Generation Assessment (NGA) annual test administration coordination, policy portfolio, and test integrity procedures

Data Governance & Program Management
Vacant
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; and provides division support for project, change, and communications management

Data Management & Applications
Stephanie Davis
Manages data received by OSSE to ensure that all data assets are high-quality, properly documented, and easily discoverable; and develops applications and visualizations to support data validation, analysis, reporting, and data access

Research, Analysis, & Reporting
Laura Maurizi
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?

- Assessment development
- Assessment policy
- PARCC
- DC Science assessment
- MSAA
- ACCESS ELL assessment
- Test administration
- Test integrity
- Assessment reporting
- Collaborative assessment and program research
- LEA support and training for assessments

- Data sharing agreements
- Data privacy
- Data policy development
- Data stewardship
- Project management
- Change management
- Communications management
- Accountability oversight and governance

- Data collection
- Data quality assurance
- Data architecture
- Reference data management
- Master data management
- Data visualizations
- Data applications development
- SLED
- Statewide Student Information Systems (SIS)

- Data requests
- Federal reporting
- Local reporting
- Collaborative research
- Accountability operations
- Data analysis
- LEA engagement for research and analysis results and impact
**What’s the role of this team?**

Supports, develops, and manages OSSE’s internal and external applications

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

- Application support and troubleshooting
- Change control
- Software development
- System architecture
- Device support
- Server and user management
- Telecom
- Connectivity
- Business analysis
- Process improvement
- Fiscal planning
- Contract management
- Technology planning
- Strategic guidance
- IT procurement authority
- Enterprise coordination

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**Applications**

Don Davis

Supports, develops, and manages OSSE’s internal and external applications

- Application support and troubleshooting
- Change control
- Software development
- System architecture

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**Infrastructure & Technology Support**

Don Davis

Provides day-to-day support of the agency’s computer systems, service desk, email and network resources

- Device support
- Server and user management
- Telecom
- Connectivity

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**Project Management**

Aida Fikre

Manages OSSE’s IT portfolio, internal staff resources, vendors and coordination between programmatic divisions and IT

- Business analysis
- Process improvement
- Fiscal planning
- Contract management

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**Strategic Planning**

Aida Fikre

Grows OSSE’s portfolio via visioning, strategic themes, roadmaps and enterprise consolidation

- Technology planning
- Strategic guidance
- IT procurement authority
- Enterprise coordination
Division – Leadership Team

Team – Reports to Leadership Team

Superintendent
Hanseul Kang

Early Learning
Elizabeth Groginsky

Teaching & Learning
Shavonne Gibson

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Student Transportation
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Health & Wellness
Heidi Schumacher

Chief of Staff
Shana Young

General Counsel
Sarah Jane Forman

Deputy Superintendent
Sara Meyers

Contracts & Procurement
Tamera Anderson

Dispute Resolution
Tracey Langley

Enrollment & Residency
Aaron Parrott

Grants Mgmt. & Compliance
Nancy Mahon

My School DC
Catherine Peretti

Building Operations
Gregory Ellis

What’s the role of this team?
Provides operational and facility logistical support to all OSSE divisions

What are the key responsibilities of this team?
- Facilities management
- Pcard administration
- Risk management
- Fleet management
- Direct voucher processing
- Language Access
- IQ
- Travel processing
- Small purchases
- Contracts
- Local Small Disadvantaged Business Enterprise (LSDBE) compliance
- Hearings
- 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