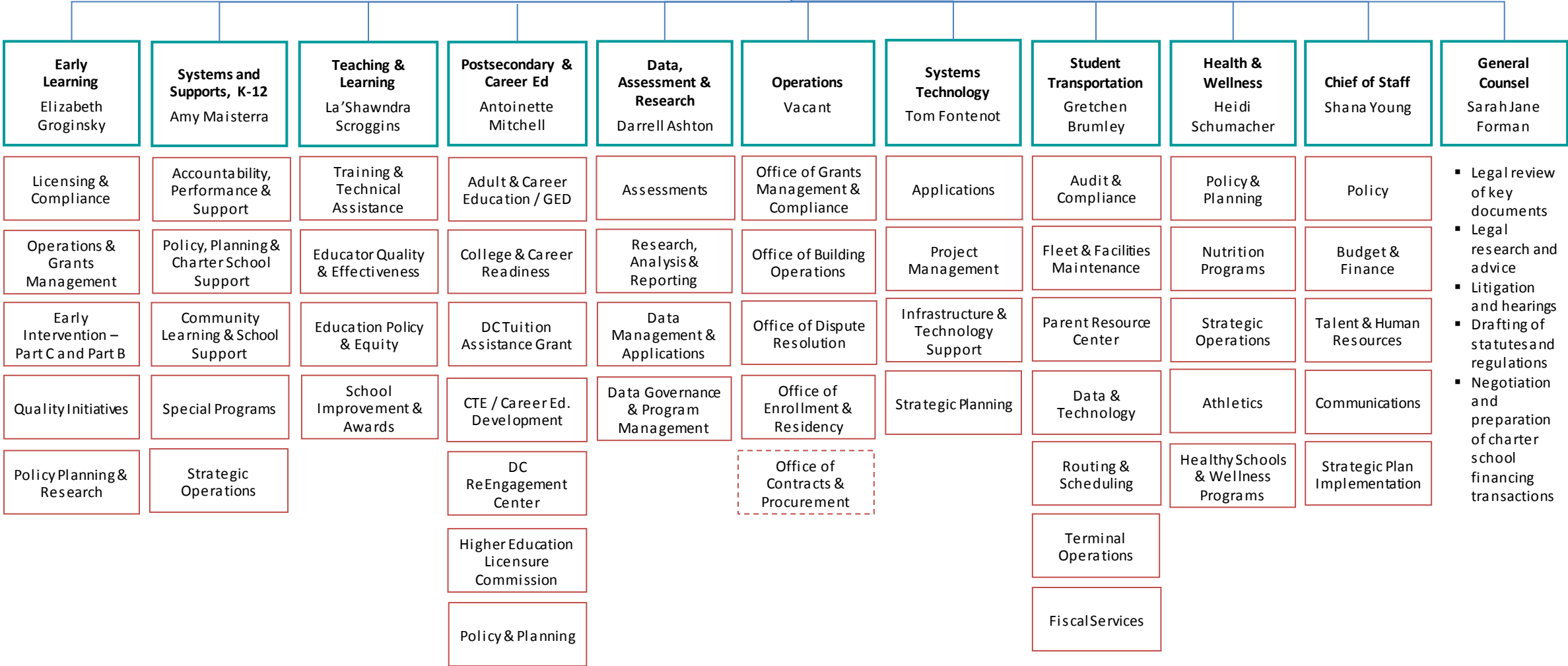


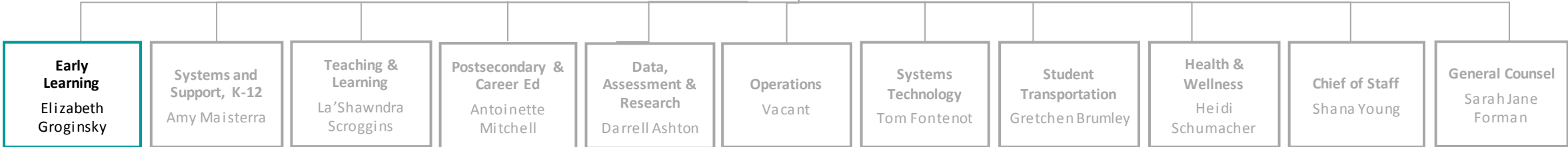
Division – Leadership Team
 Team – Reports to Leadership Team

Superintendent
Hanseul Kang



Division – Leadership Team
 Team – Reports to Leadership Team

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Licensing & Compliance
Eva Laguerre

Operations & Grants Management
Rebecca Shaw

Early Intervention – Part C & Part B
Allan Phillips (Part C-State)
Carlene Reid (Part B-619)
Andres Alvarado (Local Part C)

Quality Initiatives
Margareth Legaspi

Policy, Planning & Research
Vacant

What's the role of this team?

Licenses and monitors child development centers and homes. Describe the maintenance and enforcement of the District's child care licensing regulations.

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

Ensures full implementation of IDEA Part C and Part B-619, 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

Develops and manages all DEL quality programs, including subsidized child care, Capital Quality – DC's enhanced Quality Rating and Improvement System, Quality Improvement Network, and professional development aimed at helping families support their children's learning and development.

Provides leadership for the development and implementation of child care, pre-k, early intervention, and subsidized child care policies and regulations. Supports the development of the Division's strategic plan and engages with other child and family serving agencies to ensure coordination and collaboration across child and family serving agencies. Develops and implements communications and outreach strategy.

What are the key responsibilities of this team?

- Issue licenses
- Monitor licensed facilities to ensure compliance with child care licensing regulations
- Enforce systems that provide the foundation for the protection and health of children in child care settings

- Administer the Child Care and Development Block Grant
- Establish eligibility policies and payment rates
- Audit compliance
- Process monthly provider payments
- Provide funding to support quality improvement initiatives

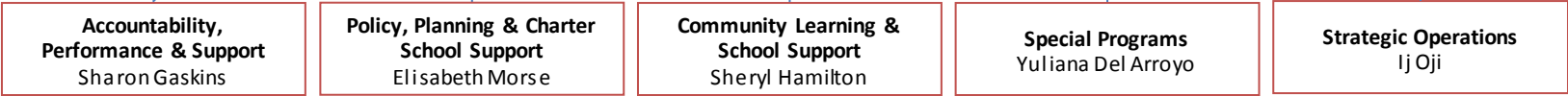
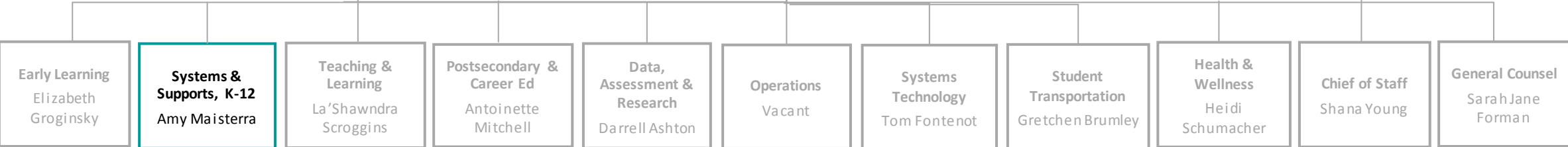
- Service Coordination of eligible children
- Identify children with developmental delays or disabilities
- Training and Technical Assistance to support providers and early childhood special education coordinators
- Provide direct services to families and children with Individualized Family Service Plans (IFSPs)

- Responsible for collaborating with business, philanthropy, higher education, nonprofit, and government partners to ensure engagement in and support of our quality initiatives.
- Responsible for monitoring programs, providing technical assistance, consumer education, Early Learning Standards, grants monitoring, and ongoing professional development.

- Coordinate and collaborate within government across District government agencies and early learning sectors (community-based organizations, public charter LEAs, and DCPS).

Division – Leadership Team
 Team – Reports to Leadership Team

Superintendent
Hanseul Kang



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

Creates regulatory and policy framework to support compliance, drive achievement, foster innovation, and disseminate best practices across sectors. Supports specialized charter sector planning and funding initiatives

Fosters community-parent-school connections and out of school learning opportunities that support students with disabilities, students who are homeless, home schooled, or in private schools

Oversees nonpublic placement and ensures appropriate oversight of programming for students with disabilities in private schools, and coordinates behavioral health and community school partnerships

Coordinates strategic fiscal spending plan that supports core work, and ensures that staff have supporting conditions to be effective, through the creation of sound operational procedures and tracking systems

What are the key responsibilities of this team?

- ESSA state plans school improvement monitoring
- School Improvement Grant (SIG)
- Title I, Title II & IDEA programmatic monitoring

- Policy & regulation development
- Office of Public Charter School Finance & Support (SOAR & Title VB)
- Special Education State Complaint Office
- State Special Education Systemic Improvement Plan coordination

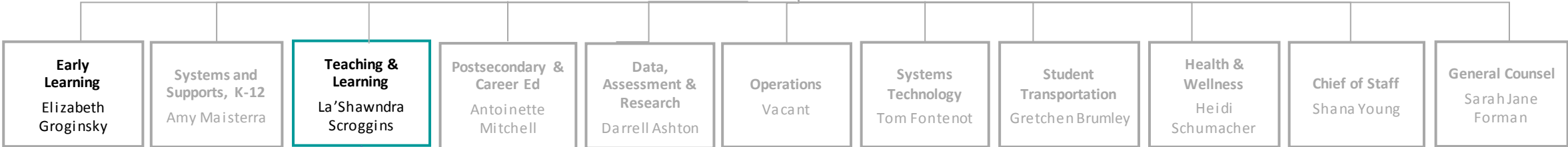
- Parent outreach (ESEA and IDEA)
- 21st Century Grant
- McKinney-Vento Homeless Assistance
- Homeschooling
- Private schools

- Nonpublic placement oversight
- Nonpublic school monitoring
- Interagency coordination: CFSA, DBH, DYRS
- Interagency school support
- Community Schools

- Division support (e.g., staff onboarding, equipment, travel, training)
- Grant applications
- Fiscal monitoring
- Fiscal policy
- Division budgeting and procurement
- Reimbursements (IDEA, Title I & II, and Medicaid)
- Nonpublic tuition payments

Division – Leadership Team
 Team – Reports to Leadership Team

Superintendent
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What's the role of this team?

Provides direct support to educators to increase knowledge and skills to effectively reach all learners, including students with disabilities and English learners.

Provides local education agencies with supports that increases hiring of high quality educators and leaders.

Oversees DC staffing data collection to analyze trends and patterns to determine equity gaps and supports needed.

Assists local education agencies and schools with identifying needs and essential supports that will improve student outcomes.

What are the key responsibilities of this team?

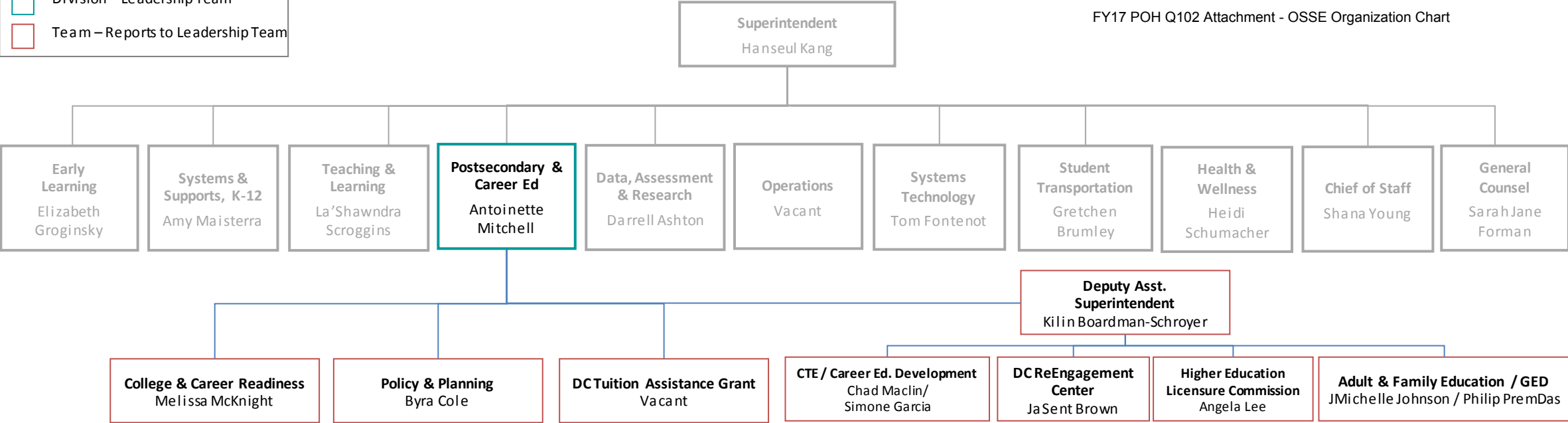
- Provide standards-based training and technical assistance for LEAs
- Give information about school-wide evidence-based models
- Provide support for special populations
- Support Science, Technology, Engineering and Math (STEM)
- Provide support for literacy

- Manage educator licensure for the District of Columbia
- Accredite educator preparation programs
- Provide models for educator evaluation programs

- Manage programs and initiatives that support educator equity
- Data analysis, research, and best practices
- Oversee K-12 education policy

- Responsible for Intensive school supports for priority and focus schools
- Monitor school improvement plans
- Identify Blue Ribbon Schools in the District of Columbia

Division – Leadership Team
 Team – Reports to Leadership Team



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

Works with division programs to develop policy, procedures and strategic interventions that improve program efficiency and outcomes

Provides \$30M in grants to DC students for tuition assistance at colleges and universities throughout the country

Provides funding to support Career and Technical Education programming, establishes Career Academies and supports certification attainment for high school students

Reconnects youth, ages 16-24, to educational options and provides wrap-around services to support reengagement

Licenses degree-granting and non-degree granting postsecondary institutions in the District of Columbia

Provides services to support adult learners in increasing literacy levels, and obtaining GED, postsecondary education or job training

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

- Helps create new policy and procedures documents
- Supports programmatic use of data to strengthen outcomes

- Administers grants to students
- Maintains relationships with key stakeholders
- Manages fiscal reconciliation efforts
- Provides programmatic expertise on new OneApp

- Administers grants to LEAs
- Provides CTE-based professional development
- Supports Career Academies through funding
- Maintains linkages with industry advisory boards

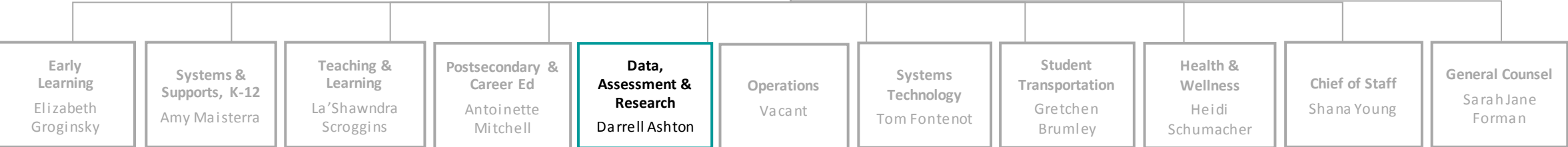
- Conducts targeted outreach
- Assesses academic and non-academic needs
- Identifies good-fit educational options
- Supports re-enrollment
- Provides ongoing support

- Licenses postsecondary institutions
- Addresses complaints from the public
- Processes transcript requests

- Administers grants to CBOs offering adult education courses
- Works with other agencies to provide coordinated services to adult learners
- Administers GED exams

Division – Leadership Team
 Team – Reports to Leadership Team

Superintendent
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What's the role of this team?

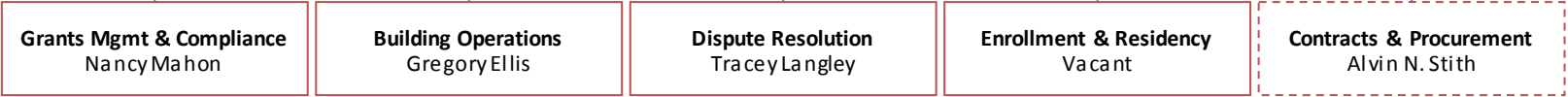
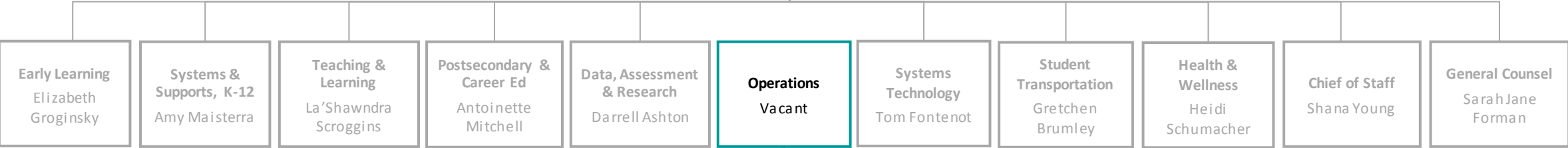
<p>Assessments Danielle Branson</p> <p>Leads OSSE's Next Generation Assessment (NGA) annual test administration coordination, policy portfolio, and test integrity procedures</p>	<p>Research, Analysis, & Reporting Laura Maurizi</p> <p>Performs high-quality analysis and research to inform and provide actionable input and reports to OSSE leaders, policy makers, LEA leaders, and stakeholders</p>	<p>Data Management & Applications Stephanie Davis</p> <p>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</p>	<p>Data Governance & Program Management Elizabeth Laird</p> <p>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</p>
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What are the key responsibilities of this team?

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| <ul style="list-style-type: none"> ▪ 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 | <ul style="list-style-type: none"> ▪ Data requests ▪ Federal reporting ▪ Local reporting ▪ Collaborative research ▪ Accountability operations ▪ Data analysis ▪ LEA engagement for research and analysis results and impact | <ul style="list-style-type: none"> ▪ Data collection ▪ Data quality assurance ▪ Data architecture ▪ Reference data management ▪ Master data management ▪ Data visualizations ▪ Data applications development ▪ SLED ▪ Statewide Student Information Systems (SIS) | <ul style="list-style-type: none"> ▪ Data sharing agreements ▪ Data privacy ▪ Data policy development ▪ Data stewardship ▪ Project management ▪ Change management ▪ Communications management ▪ Accountability oversight and governance |
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Division – Leadership Team
 Team – Reports to Leadership Team

Superintendent
Hanseul Kang



What's the role of this team?

Provides the agency with grants management, fiscal, and compliance support

Provides operational and facility logistical support to all OSSE divisions

Conducts due process special education hearings, residency fraud hearings, mediation, and Equal Employment Opportunity oversight

Oversees the annual enrollment audit, manages residency verification, investigates residency fraud, oversees charter school closures

Provides contracting and procurement support and services to OSSE divisions; staff report directly to the District of Columbia OCP (effective 12/14)

What are the key responsibilities of this team?

- EGMS
- A-133 Audit
- Agency financial close out (grants)
- Federal fiscal reporting
- Training and technical assistance

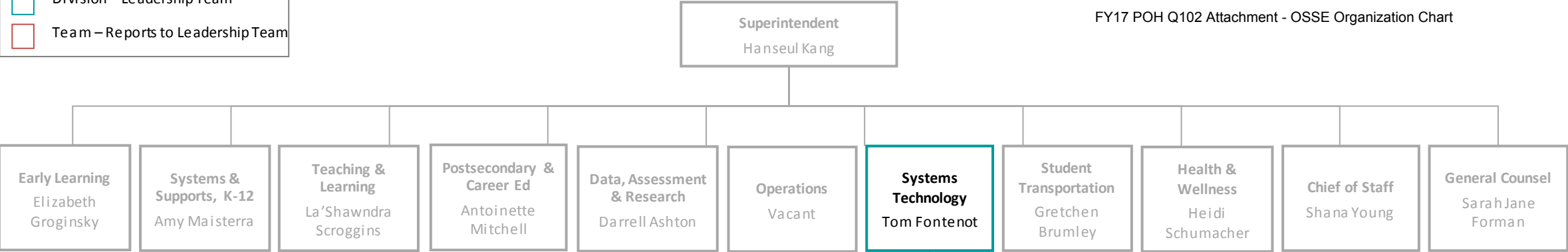
- Facilities management
- Pcard administration
- Risk management
- Fleet management
- Direct voucher processing
- Language Access
- IQ
- Travel processing

- Hearings
- Mediations
- EEO

- Enrollment audit
- Residency verification
- Training/technical Assistance
- UPSFF policy
- Non-resident tuition
- CBO enrollment, residency audit
- Closing charter school coordination

- Small purchases
- Contracts
- Local Small Disadvantaged Business Enterprise (LSDBE) compliance

Division – Leadership Team
 Team – Reports to Leadership Team



What's the role of this team?

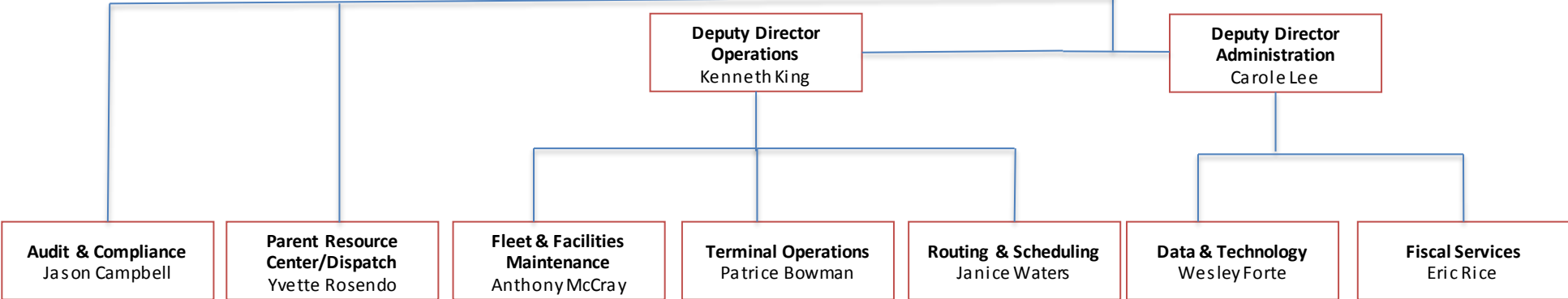
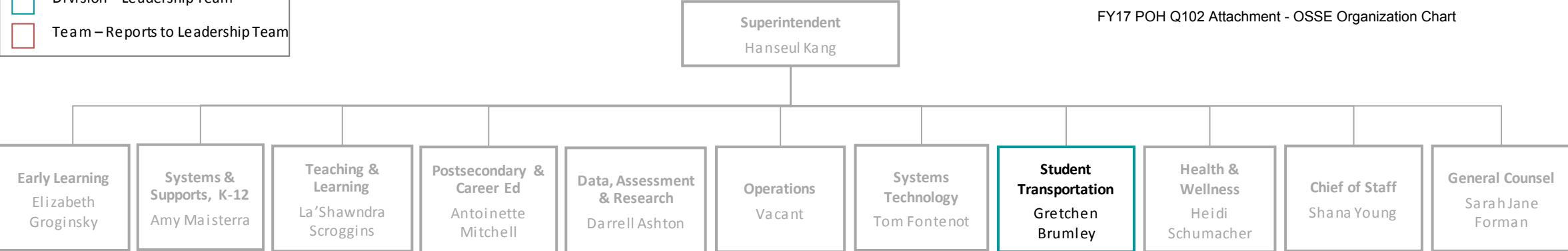


<p>Supports, develops, and manages OSSE's internal and external applications</p>	<p>Manages OSSE's IT portfolio, internal staff resources, vendors and coordination between programmatic divisions and IT</p>	<p>Provides day-to-day support of the agency's computer systems, service desk, email and network resources</p>	<p>Grows OSSE's portfolio via visioning, strategic themes, roadmaps and enterprise consolidation</p>
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What are the key responsibilities of this team?

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| <ul style="list-style-type: none"> ▪ Applications support and troubleshooting ▪ Change control ▪ Software development ▪ System architecture | <ul style="list-style-type: none"> ▪ Business analysis ▪ Process improvement ▪ Fiscal planning ▪ Contract management | <ul style="list-style-type: none"> ▪ Device support ▪ Server and user management ▪ Telecom ▪ Connectivity | <ul style="list-style-type: none"> ▪ Technology planning ▪ Strategic guidance ▪ IT procurement authority ▪ Enterprise coordination |
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Division – Leadership Team
 Team – Reports to Leadership Team



What's the role of this team?

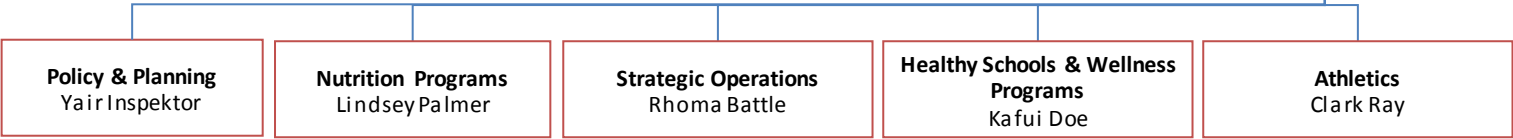
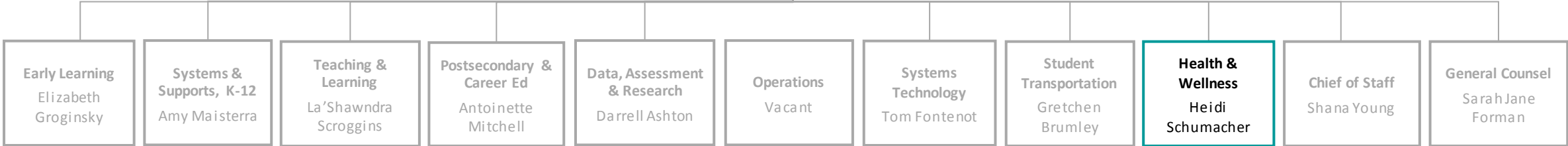
<p>Conducts internal investigations to ensure compliance with all applicable laws and policies. Resolves all escalated complaints. Facilitates monthly performance management meetings and training</p>	<p>Provides all inbound and outbound communications to stakeholders (parents, schools, advocates) regarding student transportation services. Provides first call resolution support for complaints</p>	<p>Coordinates the procurement, inspection, maintenance and retirement of all OSSE-DOT vehicles. Maintains all terminal facilities to ensure they are safe and compliant with all standards</p>	<p>Management and support of all School Bus Drivers, School Bus Attendants, and daily operations at each of the four school bus terminal locations</p>	<p>Plans bus routes that are compliant with operational and regulatory requirements, conducts analysis for performance improvement, and communicates routing details to supporting departments</p>	<p>Provides technical support to all OSSE-DOT departments and systems, in addition to school supports for TOTE</p>	<p>Coordinates the development of the annual operating and capital budget to ensure the appropriate resources are allocated to support the work of OSSE DOT. Manages all procurement and related fiscal reporting activities on the behalf of the division.</p>
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What are the key responsibilities of this team?

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| <ul style="list-style-type: none"> ▪ Investigations ▪ Complaint resolution ▪ Performance management ▪ Training | <ul style="list-style-type: none"> ▪ Inbound & outbound call support ▪ Provides general & bus status information ▪ Intakes transportation service concerns | <ul style="list-style-type: none"> ▪ Fleet procurement ▪ Maintenance and inspection of over 700 school buses ▪ Facility maintenance at each school bus terminal | <ul style="list-style-type: none"> ▪ Management of school bus drivers and attendants that transport eligible students with disabilities | <ul style="list-style-type: none"> ▪ Creates and optimizes routes and schedules for the safe and efficient transport of over 3,000 students with disabilities | <ul style="list-style-type: none"> ▪ Quickbase support and maintenance ▪ Helpdesk support for schools and transportation requests ▪ GPS and phone support | <ul style="list-style-type: none"> ▪ Budget development and monitoring ▪ Procurements / Reimbursements ▪ Fiscal policy / reporting ▪ Contract administration |
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Division – Leadership Team
 Team – Reports to Leadership Team

Superintendent
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What's the role of this team?

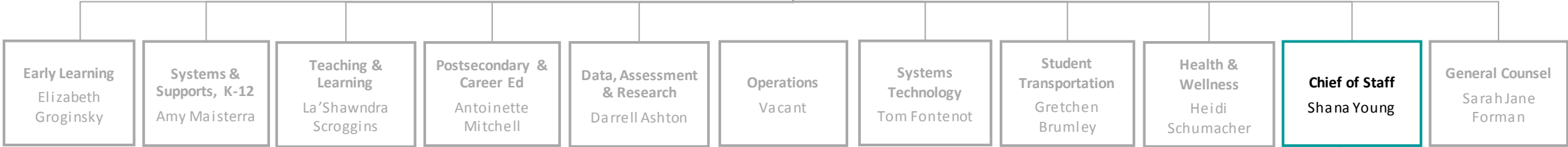
	<p>Creates regulatory and policy framework to support compliance, drive student wellness, foster innovation, and disseminate best practices across sectors</p>	<p>Encourages, educates and engages district residents, educators, community partners and schools to develop sustainable wellness and nutrition strategies</p>	<p>Oversees operations for the Division, including procurement, human resources, finance, and auditing activities</p>	<p>Manages federally and locally funded programs that focus on sexual health, mental health, and physical health of DC students</p>	<p>Operates the DC State Athletics Association</p>
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What are the key responsibilities of this team?

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| <ul style="list-style-type: none"> ▪ Health assessment ▪ Regulations and policy development ▪ Inter-governmental relations ▪ Health standards ▪ Program evaluation ▪ Research ▪ Data | <ul style="list-style-type: none"> ▪ USDA grant administration ▪ Oversee food & nutrition services for District of Columbia public and public charter schools ▪ NSLP, SBP, CACFP, Healthy Schools, Summer Meals, Healthy Tots, Food Distribution, Emergency Feeding ▪ School gardens and farm to school programs. | <ul style="list-style-type: none"> ▪ Procurement ▪ Fiscal accountability ▪ Fiscal oversight ▪ Audit coordination ▪ General office admin | <ul style="list-style-type: none"> ▪ School nurses/school based health centers ▪ School climate and culture ▪ Sexual health ▪ Mental health ▪ Physical education/physical activity ▪ Chronic disease prevention | <ul style="list-style-type: none"> ▪ Encourages athletics participation ▪ Ensures LEA compliance with state athletic regulations ▪ Coordinates District-wide sporting events |
|---|---|--|---|---|

Division – Leadership Team
 Team – Reports to Leadership Team

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Strategic Plan Implementation and Coordination
Sarah Martin (Deputy CoS)

Communications
Patience Peabody

Talent & Human Resources
Pete Siu

What's the role of this team?

Drives overall change management and improvement, in coordination with leadership team. Fosters coordination within the agency and ensures strong and effective relationships with external partners

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

Executes agency's approach to recruit, develop, and retain talent. Sets up structures for ongoing feedback and performance management, including building capacity within existing staff members

What are the key responsibilities of this 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

- 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

- Recruitment process
- Employee relations
- Performance management
- Staff capacity building
- Coordination with DCHR