What's the role of this team?
Licenses and monitors child development centers and homes. Describes the maintenance and enforcement of the District's child care licensing regulations.

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).
- Develops and implements communications and outreach strategy.
- 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 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).
- Develops and implements communications and outreach strategy.
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- 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).
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’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.

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
- Accredid 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

Superintendent
Hanseul Kang
College & Career Readiness
Melissa McKnight

Policy & Planning
Byra Cole

DC Tuition Assistance Grant
Kenneth McGhee

CTE / Career Ed. Development
Chad Maclin / Simone Garcia

DC ReEngagement Center
JaSent Brown

Higher Education Licensure Commission
Angela Lee

Adult & Family Education / GED
JMichelle Johnson / Philip PremDas

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
- 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
What's the role of this team?
Leads OSSE’s Next Generation Assessment (NGA) annual test administration coordination, policy portfolio, and test integrity procedures

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 requests
- Federal reporting
- Local reporting
- Collaborative research
- Accountability operations
- Data analysis
- LEA engagement for research and analysis results and impact
- 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 sharing agreements
- Data privacy
- Data policy development
- Data stewardship
- Project management
- Change management
- Communications management
- Accountability oversight and governance
What's the role of this team?

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

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
- Common lottery
- Outreach about the enrollment process
- Small purchases
- Contracts
- Local Small Disadvantaged Business Enterprise (LSDBE) compliance
Applications
Don Davis
Supports, develops, and manages OSSE’s internal and external applications

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

Infrastructure & Technology Support
Don Davis
Provides day-to-day support of the agency’s computer systems, service desk, email and network resources

Strategic Planning
James Powell
Grows OSSE’s portfolio via visioning, strategic themes, roadmaps and enterprise consolidation

What’s the role of this team?
- Application support and troubleshooting
- Change control
- Software development
- System architecture
- Business analysis
- Process improvement
- Fiscal planning
- Contract management
- Device support
- Server and user management
- Telecom
- Connectivity
- Technology planning
- Strategic guidance
- IT procurement authority
- Enterprise coordination

Superintendent
Hanseul Kang

Division – Leadership Team
Team – Reports to Leadership Team

Early Learning
Elizabeth Groginsky

Systems & Supports, K-12
Amy Maisterra

Teaching & Learning
La’Shawndra Scroggins

Postsecondary & Career Ed
Antoinette Mitchell

Data, Assessment & Research
Darrell Ashton

Operations
Vacant

Systems Technology
Tom Fontenot

Student Transportation
Gretchen Brumley

Health & Wellness
Heidi Schumacher

Chief of Staff
Shana Young

General Counsel
Sarah Jane Forman

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- Technology planning
- Strategic guidance
- IT procurement authority
- Enterprise coordination

FY19 BOH Q2 Attachment 1 - Organization Chart with Budget Codes

VERSION AS OF APRIL 2018
What's the role of this team?

Conducts internal investigations to ensure compliance with all applicable laws and policies. Resolves all escalated complaints. Facilitates monthly performance management meetings and training.

What are the key responsibilities of this team?

- Investigations
- Complaint resolution
- Performance management
- Training
- Inbound & outbound call support
- Provides general & bus status information
- Intakes transportation service concerns
- Fleet procurement
- Maintenance and inspection of over 700 school buses
- Facility maintenance at each school bus terminal
- Management of school bus drivers and attendants that transport eligible students with disabilities
- Plans bus routes that are compliant with operational and regulatory requirements, conducts analysis for performance improvement, and communicates routing details to supporting departments
- Creates and optimizes routes and schedules for the safe and efficient transport of over 3,000 students with disabilities
- Quickbase support and maintenance
- Helpdesk support for schools and transportation requests
- GPS and phone support
- Budget development and monitoring
- Procurements / Reimbursements
- Fiscal policy / reporting
- Contract administration
Creates regulatory and policy framework to support compliance, drive student wellness, foster innovation, and disseminate best practices across sectors.

Encourages, educates and engages district residents, educators, community partners and schools to develop sustainable wellness and nutrition strategies.

Oversees operations for the Division, including procurement, human resources, finance, and auditing activities.

Manages federally and locally funded programs that focus on sexual health, mental health, and physical health of DC students.

Operates the DC State Athletics Association.

- Health assessment
- Regulations and policy development
- Inter-governmental relations
- Health standards
- Program evaluation
- Research
- Data

- 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.

- Procurement
- Fiscal accountability
- Fiscal oversight
- Audit coordination
- General office admin

- School nurses/school based health centers
- School climate and culture
- Sexual health
- Mental health
- Physical education/physical activity
- Chronic disease prevention

- Encourages athletics participation
- Ensures LEA compliance with state athletic regulations
- Coordinates District-wide sporting events
Strategic Plan Implementation and Coordination
Sarah Martin (Deputy CoS)

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.

Communications
Chloe Woodward-Magrane

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.

Talent & Human Resources
Pete Siu

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.

- 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