

Agency Office of the State Superintendent of Education

Agency Acronym OSSE

Agency Code GDO

To edit agency and POC information press your agency name (underlined and in blue above).

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Fiscal Year 2020

Agency's Operating Budget

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2020 Objectives

Objective Number	Strategic Objective	# of Measures	# of Operations
1	High quality and actionable data: OSSE will provide high-quality data and analysis that will empower Local Education Agencies (LEAs), Community-Based Organizations (CBOs), and providers to meet the needs of all learners and allow education partners to make informed policy decisions.	4	6
2	Quality and equity focus: OSSE will work with our education partners to set high expectations for program quality and align incentives to accelerate achievement for those learners most in need.	5	4
3	Responsive & consistent service: OSSE will provide responsive, consistent, and considerate customer service to free up LEAs, CBOs, and providers and allow them to focus on instruction and support for students.	8	8
4	Top notch talent: OSSE will attract, develop, and retain top-notch talent to build a highly effective state education agency that makes a meaningful contribution to DC education.	0	1
5	Create and maintain a highly efficient, transparent, and responsive District government.	11	2
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Add Strategic Objective

2020 Key Performance Indicators

Measure	New Measure/ Benchmark Year	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Target	FY2019 Actual	FY 2020 Target	FY 2020 Quarter 1
1 - High quality and actionable data: OSSE will provide high-quality data and analysis that will empower Local Education Agencies (LEAs), Community-Based Organizations (CBOs), and providers to meet the needs of all learners and allow education partners to make informed policy decisions. (4 Measures)								
Percent of user requests via the services portal solved and closed within five days of receipt	<input type="checkbox"/>	Up is Better	77.5%	69.6%	85%	87.8%	85%	Annual Measure
Percent of all students graduating from high school in four years	<input type="checkbox"/>	Up is Better	Not Available	Waiting on Data	79%	66%	79%	Annual Measure
Percent of all students at college and career ready level in reading on statewide assessment	<input type="checkbox"/>	Up is Better	31%	29.4%	34%	37%	34%	Annual Measure
Percent of all students at college and career ready level in mathematics on statewide assessment	<input type="checkbox"/>	Up is Better	28%	33.3%	32%	31%	32%	Annual Measure
2 - Quality and equity focus: OSSE will work with our education partners to set high expectations for program quality and align incentives to accelerate achievement for those learners most in need. (5 Measures)								
Percent of childhood and development programs that meet "Quality" and "High-Quality" designations	<input type="checkbox"/>	Up is Better	49.5%	49.7%	55%	42.9%	50%	Annual Measure
Percent of DC public and public charter school students completing a post-secondary degree within six years of college enrollment	<input type="checkbox"/>	Up is Better	Not Available	Waiting on Data	37%	Waiting on Data	37%	Annual Measure
Percent of low-performing schools that show overall growth in academic achievement	<input type="checkbox"/>	Up is Better	Not Available	Waiting on Data	65%	80%	80%	Annual Measure
Percent of residents enrolled in an adult and family education program who complete at least one functioning level	<input type="checkbox"/>	Up is Better	36.6%	42.8%	40%	47.6%	45%	Annual Measure
Total number of childhood development programs meeting "Quality" and "High-Quality" designations	<input checked="" type="checkbox"/>	Up is Better	New in 2020	New in 2020	New in 2020	New in 2020	New in 2020	Annual Measure
3 - Responsive & consistent service: OSSE will provide responsive, consistent, and considerate customer service to free up LEAs, CBOs, and providers and allow them to focus on instruction and support for students. (8 Measures)								
Number of A-133 audit findings	<input type="checkbox"/>	Down is Better	0	0	5	0	5	Annual Measure
Average number of days taken to complete reviews of educator licensure applications	<input type="checkbox"/>	Down is Better	135	16.8	30	24.7	30	Needs Data Update
Percent of IEPs reviewed that comply with secondary transition requirements	<input type="checkbox"/>	Up is Better	Not Available	80%	70%	77.5%	70%	Needs Data Update
Average response time for complaints filed against early child care facilities	<input type="checkbox"/>	Down is Better	72	36	48	37	48	Annual Measure

Measure	New Measure/ Benchmark Year	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Target	FY2019 Actual	FY 2020 Target	FY 2020 Quarter 1
Percent of timely Individuals with Disabilities Act (IDEA) due process hearings	<input type="checkbox"/>	Up is Better	98.3%	98.5%	95%	95.4%	95%	Needs Data Update
Percent of grant funds reimbursed within 30 days of receipt	<input type="checkbox"/>	Up is Better	83.2%	85.8%	90%	95.6%	90%	Needs Data Update
Percent of eligible infants and toddlers under IDEA Part C (birth-3) for whom an evaluation and assessment and an initial IFSP meeting were conducted within required time period	<input type="checkbox"/>	Up is Better	Not Available	Waiting on Data	100%	Waiting on Data	100%	Annual Measure
Percent of timely completion of state complaint investigations	<input type="checkbox"/>	Up is Better	100%	100%	100%	100%	100%	Annual Measure
5 - Create and maintain a highly efficient, transparent, and responsive District government. (10 Measures)								
Contracts and Procurement - Percent of Small Business Enterprise (SBE) annual goal spent	<input type="checkbox"/>	Up is Better	New in 2019	158.4%	Not Available	Waiting on Data	100%	Annual Measure
Financial Management - Percent of local budget de-obligated to the general fund at the end of year	<input type="checkbox"/>	Down is Better	New in 2019	0%	Not Available	Waiting on Data	2%	Annual Measure
Financial Management - Quick Payment Act (QPA) Compliance - Percent of QPA eligible invoices paid within 30 days	<input type="checkbox"/>	Up is Better	New in 2019	100%	Not Available	98.3%	100%	Annual Measure
Human Resource Management - Average number of days to fill vacancy from post to offer acceptance	<input type="checkbox"/>	Down is Better	New in 2019	New in 2019	New in 2019	Waiting on Data	40	Annual Measure
Human Resource Management - Percent of eligible employee performance evaluations completed and finalized in PeopleSoft	<input type="checkbox"/>	Up is Better	New in 2019	99.4%	Not Available	Not Available	No Target Set	Annual Measure
Human Resource Management - Percent of eligible employees completing and finalizing a performance plan in PeopleSoft	<input type="checkbox"/>	Up is Better	New in 2019	98.7%	Not Available	98.7%	No Target Set	Annual Measure
IT Policy and Freedom of Information Act (FOIA) Compliance - Percent of "open" data sets identified by the annual Enterprise Dataset Inventory published on the Open Data Portal	<input type="checkbox"/>	Up is Better	New in 2019	50%	Not Available	100%	100%	Annual Measure
IT Policy and Freedom of Information Act (FOIA) Compliance - Percent of FOIA Requests Processed in more than 25 business days - statute requirements allow 15 business days and a 10 day extension	<input type="checkbox"/>	Down is Better	New in 2019	33.3%	Not Available	Waiting on Data	0%	Annual Measure
Human Resource Management - Percent of new hires that are DC residents (excludes temporary workers and contractors) (Updated by OCA)	✓	Up is Better	New in 2020	New in 2020	New in 2020	New in 2020	New in 2020	Annual Measure
Human Resource Management - Percent of employees that are DC residents (excludes temporary workers and contractors) (Updated by OCA)	✓	Up is Better	New in 2020	New in 2020	New in 2020	New in 2020	New in 2020	Annual Measure

2020 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
1 - High quality and actionable data: OSSE will provide high-quality data and analysis that will empower Local Education Agencies (LEAs), Community-Based Organizations (CBOs), and providers to meet the needs of all learners and allow education partners to make informed policy decisions. (6 Activities)			
OFFICE OF THE STATE SUPERINTENDENT	Key Education Issues	Conduct research and data analysis for key education issues for the District e.g., Student Mobility Report, Equity Reports, evaluations of key programs/projects, next generation assessment results, and fulfillment of additional data requests	Key Project
OFFICE OF THE STATE SUPERINTENDENT	Continuous Improvement	Support accountability and continuous improvement across the District's education landscape. Manage state accountability system. Provide transparency on key education data	Daily Service
ELEM & SECOND ASST SUPERINTENDENT'S OFF	Technical Assistance and Support to LEAs	Provide technical assistance, oversight, and support to improve performance of low-performing schools and boost college- and career-readiness of students and equitable access to effective educators.	Daily Service
OFFICE OF THE ENTERPRISE DATA MANAGEMENT	Reporting to the US Department of Education	Collect, validate and aggregate data for federal reporting from LEAs.	Key Project
NUTRITION SERVICES	Federal Meal Programs	Administer national school breakfast, national school lunch, and child and adult food care programs and federal meal programs designed to provide nutritious meals throughout the day, particularly for low income child and students.	Daily Service
OFFICE OF THE ENTERPRISE DATA MANAGEMENT	Administer Annual State Assessment Program	Successfully administer the assessment portfolio (Partnership for Assessment of Readiness for College and Career (PARCC), National Center and State Collaborative (NCSC), Science, Science Alt, Assessing Comprehension and Communication in English State to State (ACCESS)) providing clear guidance and documentation to LEAs prior to test administration, and realtime triage and comprehensive support to LEAs during test administration. Provide meaningful distribution of results to the public, LEAs, schools, and families. www.osse.dc.gov/parcc	Key Project
2 - Quality and equity focus: OSSE will work with our education partners to set high expectations for program quality and align incentives to accelerate achievement for those learners most in need. (4 Activities)			
NUTRITION SERVICES	Access to Programs	Support increased access to and participation in programs that promote academic, physical, and emotional health and well-being of students. Activities range from implementation of the Healthy Schools Act programs including school gardens to implementation of the DC State Athletics Association.	Daily Service
STUDENT ENROLLMENT AND RESIDENCY	Student Enrollment	Manage annual student enrollment audit and ongoing student residency verification	Key Project

OSSE FY19 POH - Q98 Attachment 1			
Operations Header	Operations Title	Operations Description	Type of Operations
ADULT AND FAMILY EDUCATION	Adult Literacy	Provide adult literacy, occupational literacy, and postsecondary education training to DC residents. Includes coordination with DOES and WIC.	Daily Service
GRANTS MGMT AND PROGRAM COORDINATION	Administer Grants	Administer federal and local grants to LEAs, CBOs, and other organizations on a variety of topics e.g., Elementary and Secondary Education Act (ESEA), Individuals with Disabilities Education Act (IDEA), Perkins, Community Schools, environmental literacy, school gardens, McKinneyVento.	Daily Service
3 - Responsive & consistent service: OSSE will provide responsive, consistent, and considerate customer service to free up LEAs, CBOs, and providers and allow them to focus on instruction and support for students. (8 Activities)			
DC REENGAGEMENT CENTER	Re-Engagement	Provide a fair and equitable alternative dispute resolution process. Oversee the DC Re-Engagement Center and share learnings from its operations with other city agencies and nonprofits engaged in related work with youth.	Daily Service
STUDENT HEARING OFFICE	Alternative Dispute Resolution Process	Provide a fair and equitable alternative dispute resolution process.	Daily Service
CHIEF INFORMATION OFFICER	Operate Schools Technology Fund	Distribute small grants to LEAs to support technology in schools.	Key Project
ECE CHILD CARE SUBSIDY PROGRAM	Child Care Facilities	License child care facilities and administer child care subsidies. Promote accountability and excellence; hold system accountable for results; provide high-quality, safe, and healthy early care and education opportunities for children.	Daily Service
HIGHER EDUC FINANCIAL SVCS & PREP PRGMS	Administer DC Tuition Assistance Grant (DCTAG) and Mayor's Scholars Programs	Administer DCTAG and Mayor's Scholars Programs to support college access for DC high school seniors.	Key Project
ELEM & SECOND ASST SUPERINTENDENT'S OFF	Professional Development	Provide professional development to educators on a variety of topics that is high quality and responsive to the needs of LEAs.	Daily Service
NUTRITION SERVICES	Summer Food Service Program	Oversee the Summer Food Service Program: federal meal program operated during summer months when school is out and ensures youth have access to nutritious meals all year round.	Key Project
SPECIAL EDUCATION ASST SUPERINTENDENT'S	Individuals with Disabilities Education Act	Provide oversight and support to LEAs with implementation of the Individuals with Disabilities Education Act. Ensure that children with qualifying developmental disabilities access and receive timely and high-quality services.	Daily Service
4 - Top notch talent: OSSE will attract, develop, and retain top-notch talent to build a highly effective state education agency that makes a meaningful contribution to DC education. (1 Activity)			
HUMAN RESOURCES	Recruitment, Professional Development, Progressive Discipline, Compliance, and Leave and Payroll for OSSE and OSSE DOT employees	Quality design and effective implementation of Recruitment, Professional Development, Progressive Discipline, Compliance, and Leave and Payroll for OSSE and OSSE DOT employees.	Daily Service
5 - Create and maintain a highly efficient, transparent, and responsive District government. (2 Activities)			
OFFICE OF THE CHIEF OF STAFF	Transparent and Responsive Communications	Maintain transparent and responsive communications system to improve public outreach, inform the public and internal stakeholders about OSSE services, and provide access to critical data. osse.dc.gov learnedc.org results.osse.dc.gov mcff.osse.dc.gov	Daily Service
OFFICE OF THE CHIEF OF STAFF	Implement Policy Agenda	Implement policy agenda, including coordinating with program offices to draft regulations and required reports. OSSE engages with LEAs and the public regarding proposed regulations through outreach and discussion with major stakeholder groups through means such as working groups, meetings, and public hearings. In addition, OSSE informs LEAs of new or updated regulations or policies through existing partner lists and coalitions or consortia, as well as through OSSE's weekly newsletter, the LEA Look Forward. OSSE provides a formal public comment period for proposed regulations (generally 30 days).	Daily Service

2020 Workload Measures

Measure	New Measure/ Benchmark Year	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY 2020 Quarter 1
1 - Federal Meal Programs (2 Measures)						
Ratio of free and reduced price breakfast meals per 100 school lunches served	✓	New in 2020	New in 2020	New in 2020	Waiting on Data	Annual Measure
Total number of meals served for the Child and Adult Care Food Program (CACFP)	✓	New in 2020	New in 2020	New in 2020	Waiting on Data	Annual Measure
2 - Adult Literacy (2 Measures)						
Number of residents who enroll in an Adult and Family Education funded program	<input type="checkbox"/>	2978	3032	1126	1062	Annual Measure
Number of adults who receive a State Diploma (inclusive of National External Diploma Program or General Education Development)	<input type="checkbox"/>	391	350	388	329	Annual Measure
2 - Student Enrollment (1 Measure)						
Number of PK-12 students in public and public charter schools	<input type="checkbox"/>	87,344	90,061	92,245	93,016	Annual Measure

Measure	New Measure/ Benchmark Year	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY 2020 Quarter 1
3 - Administer DC Tuition Assistance Grant (DCTAG) and Mayor's Scholars Programs (1 Measure)						
Percent of high school seniors completing a DC TAG application	<input type="checkbox"/>	43%	48.2%	49%	57.3%	Annual Measure
3 - Child Care Facilities (3 Measures)						
Number of affordable infant and toddler slots at child development centers	<input type="checkbox"/>	18,626	4213	7421	7201	Annual Measure
Number of children subsidized by child development programs	<input type="checkbox"/>	11,275	11,210	11,294	Needs Update	Annual Measure
Number of infant/toddlers receiving IDEA Part C early intervention services	<input type="checkbox"/>	784	794	823	1056	Annual Measure
3 - Individuals with Disabilities Education Act (2 Measures)						
Amount of Medicaid reimbursement collected	<input type="checkbox"/>	\$1,619,078	\$3,763,557	\$4,823,383	\$7,731,612.2	Annual Measure
Number of students with Individualized Education Programs (IEPs)	<input type="checkbox"/>	12,258	12,811	12,596	13,319	Annual Measure
3 - Re-Engagement (1 Measure)						
Number of disconnected youth that were re-enrolled in an educational program through the reengagement center	<input type="checkbox"/>	204	205	245	209	Needs Data Update
3 - Summer Food Service Program (1 Measure)						
Total number of summer meals served through the entire summer	<input type="checkbox"/>	76	Not Available	Waiting on Data	Needs Update	Annual Measure

2020 Initiatives

Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Is this Initiative focused on Wards 7 and/or 8?	Does this initiative support the Resilient DC Strategy?	Activity - Objective - Agency - Cluster	Add Initiative Update
Administer DC Tuition Assistance Grant (DCTAG) and Mayor's Scholars Programs (1 Strategic Initiative)						
Improve access to information for families	Improve the accessibility and usability of key OSSE resources for families through a multi-strategy approach that strengthens family engagement practices and communications, establishes a shared vision and resources for family engagement across OSSE, focuses on three high-impact signature campaigns, and identifies metrics for assessing the impact of our family engagement efforts.	09-30-2020	<input type="checkbox"/>	<input type="checkbox"/>	Deputy Mayor for Education	Add Initiative Update
Adult Literacy (1 Strategic Initiative)						
Expand career and technical education	In collaboration with local and regional business, industry, and education partners, OSSE will develop a new Perkins Career and Technical Education (CTE) State Plan that outlines an ambitious and strategic roadmap for expanding access to high quality CTE across the District.	09-30-2020	<input type="checkbox"/>	<input type="checkbox"/>	Deputy Mayor for Education	Add Initiative Update
Child Care Facilities (1 Strategic Initiative)						
Increase access to quality child care	Increase access to quality child care for District children and families by completing the three-year project to add 1,000 new infant and toddler slots across the city, providing a robust set of quality supports to help providers improve the quality of care and learning, and facilitating home visits for Head Start families.	09-30-2020	<input type="checkbox"/>	<input type="checkbox"/>	Deputy Mayor for Education	Add Initiative Update
Key Education Issues (1 Strategic Initiative)						
Strengthen the agency's data infrastructure	Improve and streamline OSSE's data infrastructure by completing an inventory of the current state, designing the new data system and processes, and beginning to work on their implementation.	09-30-2020	<input type="checkbox"/>	<input type="checkbox"/>	Deputy Mayor for Education	Add Initiative Update

FY2020 Initiative Updates

Initiative Updates

Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	FY20 Reporting Quarter
No initiative updates found					

Internal: Unfinished 2019 Initiatives

Strategic Initiatives

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Title	Description	Complete to Date	Status Update	Explanation	Anticipated Completion Date	Add Initiative Update - Rolled Over Initiatives
ECE CHILD CARE SUBSIDY PROGRAM (1 Strategic Initiative)						
Expand access to infant and toddler seats	Maintaining the District's investment, OSSE will continue to incentivize child development providers to increase the supply of child care services for infants and toddlers throughout the District, creating 1,000 quality new slots by 2020. OSSE will provide grants that aid in the 1) establishment of new or renovation of existing child development facilities serving infants and toddlers and 2) offer technical assistance and training to child development facility operators to support compliance with the licensure requirements for efficient and effective operations.	75-99%	The Access to Quality Child Care Expansion Grant, which was announced in March of 2018, has awarded \$5,062,386 in sub-grant funding to date. These funds will be used to create 887 infant and toddler seats in Ward 1, 3, 4, 5, 6, 7 and 8.	The deadline for creation of 1,000 infant and toddler slots is September 2020. This will be completed ahead of schedule.	09-30-2020	Add Initiative Update
HUMAN RESOURCES (1 Strategic Initiative)						
Strengthen Recruitment	Develop new and strengthened supports for managers in response to manager and employee feedback, including a manager training on employee relations issues (employee discipline, medical and disability-related benefits), regular manager communities of practice, systematic coaching and mentoring opportunities, and a regular manager orientation.	75-99%	The OSSE Talent team completed the second cohort for the Manager Coaching Program, offered systematic coaching opportunities, established a Manager Community of Practice, introduced an annual manager discipline training, and a held manager retreat. The mentorship program, formalized manager orientation, and employee leave trainings are scheduled to launch in FY20.	This is a multi-year initiative. The mentorship program pilot, formalized manager orientation, and manager employee leave trainings are scheduled to launch in FY20.	09-30-2020	Add Initiative Update
STUDENT ENROLLMENT AND RESIDENCY (1 Strategic Initiative)						
Systems and Data Support for District Residency Framework	This initiative will include expanding and solidifying OSSE and Office of Enrollment and Residency policies, leveraging MySchool DC for outreach and data insights, and rolling out a first-ever case management system for end-to-end management of residency work streams including tips, investigations, and tuition collection.	75-99%	OSSE completed the digital residency requirement ad campaign in September. In addition, the OER Handbook, which compiles all policies produced by OER was also released in September. The only outstanding item is the case management system (CMS), which has not been fully rolled out. The CMS has an awarded contract and is currently in development.	Only item outstanding is the CMS which is in development and should be operational in the next two months.	01-31-2020	Add Initiative Update

Updates for Unfinished FY19 Initiatives

Initiative Updates	Strategic Initiative Title	Anticipated completion date	New initiative created for FY20	No Longer an Initiative	Initiative Status Update	% Complete to date	Confidence in completion by anticipated completion date?	Status of Impact	Explanation of Impact	Supporting Data	FY20 Reporting Quarter
No initiative updates found											

Administrative Information

Record ID# 734

Performance Plan ID 734 [Blank Initiative Updates](#) [Blank Initiative Updates](#)