

Appendix A – Services to be Provided
San Francisco Unified School District Early Education Department
Preschool for All (PFA)

July 1, 2016 – June 30, 2021

I. Purpose of Grant

The Grantee will provide early childhood education programs in a safe, caring, and nurturing environment that promotes each child’s social-emotional, physical, and cognitive growth and competency.

II. Definitions

CARBON	Contracts Administration, Reporting, and Billing Online Database
Grantee	San Francisco Unified School District
Early care and education	ECE
HSA	San Francisco Human Services Agency
KOF	Kindergarten Observation Form
OECE	San Francisco Office of Early Care and Education
PFA	Preschool for All
SFUSD EED	San Francisco Unified School District Early Education Department
TK	Transitional Kindergarten

III. Description of Services

Preschool for All investments enable the Grantee to provide positive educational opportunities for SFUSD EED students. PFA funding is fundamental in helping to raise educational quality and student outcomes, and is also instrumental in helping to shape and deliver the content for site-based or centrally-organized SFUSD EED staff trainings:

- A. SFUSD EED will directly operate 76 Pre-kindergarten classes - 56 of which serve general education students and 20 of which offer an inclusive model that serve general education students and special education students together.

- B. Professional development is offered to SFUSD EED staff to support and enhance curriculum and instruction, particularly in these areas:
- High quality curriculum, instruction, and assessment
 - Strong, positive adult-child interactions
 - Clearly defined student outcomes
 - Individualized/differentiated instruction, based on assessment and data
- C. SFUSD EED’s professional development model will incorporate learning in collaborative forums among participants, one-on-one instruction with experts, and self-directed inquiry.
- D. SFUSD EED will partner with First 5 SF to explore and implement administration of and analysis from Quality Rating and Improvement Systems (QRIS).
- E. SFUSD EED will continue working in partnership with the SFUSD Special Education Department in order to bring children with identified special needs and SFUSD EED general education children and teachers together into “inclusive” classrooms, with the goal of increasing participation of students with special needs in standard classes.
- F. SFUSD EED will offer differential instructional coaching support for every teaching team (teachers/para-professionals) in each pre-k/TK classroom based upon assessment data of each site. During the 2016-2017 school year on the focus will include:
- SFUSD Core Curriculum Implementation (early literacy and language development)
 - Pro-social development (Teaching Pyramid framework)
 - Inclusive education practices
 - Classroom environment alignment with the Early Childhood Early Rating Scale *revised* (ECERS-r) assessment tool and CLASS
 - Using child-centered observation and documentation to support the DRDP-PS
 - Science, Technology, Environment, Arts and Math (STeAM)
 - Kindergarten Transition
- G. SFUSD EED will continue to support Professional Learning Communities (PLCs) so that educators can continue ongoing professional development as a community of learners.
- H. SFUSD EED will continue to conduct systemic evaluation to assess the impact and outcomes of PFA investments in SFUSD professional development and program initiatives.

- I. SFUSD EED will partner with OECE and First 5 San Francisco in the collection and analysis of data for the Kindergarten Observation Form (KOF).
- J. SFUSD EED will partner with the Gardner Center in a research project to provide information regarding student transition from Head Start agencies to SFUSD.

IV. Location and Time of Services

Services will be offered at SFUSD EED offices and at various SFUSD early childhood education locations throughout San Francisco.

V. Service Objectives

Within the contract period, the Grantee will meet the following service objectives:

- A. SFUSD EED will directly operate 76 Pre-kindergarten classes
- B. SFUSD EED will collaborate with community based organizations and other SFUSD departments to support transition into kindergarten for families in SFUSD EED and community based preschools
- C. SFUSD EED will partner with OECE, First 5 and the research firm, ASR, to administer the KOF as widely as possible in SFUSD kindergarten classes in 2016-17
- D. SFUSD EED will facilitate the following regular Professional Learning Communities, pending funding availability:

PLC Topic	Frequency	Attendee Type
Site Administrator	Bi-monthly	Site administrators, coaches, administrators
Pre-k-5 th	Bi-annually	Principals, coaches
DRDP	Quarterly	Teachers, paras
Dual Language Learning	Monthly	DLL teachers
Inclusive Practices	Quarterly	Teachers, paras
SFUSD Pre-k-3 rd	Quarterly	District administrators at all levels, coaches
External Pre-k-3 rd	Bi-annually	District and agency Pre-k-3 rd leaders
Special Day Classroom (SDC)	Quarterly	Teachers

VI. Deliverables

The Grantee will:

- A. Provide centrally administered professional development opportunities to SFUSD EED staff in the following areas:
 - English Language Arts
 - Dual Language Learning

- Mathematics and STEaM
 - Inclusive Practices
 - Family Engagement
 - Data and Assessments
 - Tiered Intervention
- B. Provide onsite professional development opportunities to SFUSD EED in the following areas:
- Science
 - Family Engagement
 - Tiered Intervention
 - Intentional Partnership
- C. Partner with the Special Education Department to enroll students with identified special needs who qualify into PFA classrooms
- D. Create Program Action plans for each PFA classroom
- E. Use a uniform process within all SFUSD EED teams and schools for identifying and assessing children, including data to support assessments such as the KOF, DRDP and/or PALS
- F. Partner with the Gardner Center to address research questions aiming to improve student transition from Head Start agencies to SFUSD and align efforts

VII. Reporting Requirements

- A. Grantee will submit monthly expenses to CARBON in PDF form.
- B. For assistance with reporting requirements or submission of reports, contact:

Elizabeth.Leone@sfgov.org
 Senior Contracts Manager, HSA Office of Contract Management
 or
 Graham.Dobson@sfgov.org
 Senior Policy Analyst, OECE

VII. Monitoring Activities

- A. Program Monitoring: Program monitoring will include review of strategic planning processes by OECE throughout the service delivery timeline.
- B. Fiscal Compliance and Contract Monitoring: Fiscal monitoring will include review of the Grantee's organizational budget, the general ledger, quarterly balance sheet, cost allocation procedures and plan, State and Federal tax

forms, audited financial statement, fiscal policy manual, supporting documentation for selected invoices, cash receipts and disbursement journals. The compliance monitoring will include review of Personnel Manual, Emergency Operations Plan, Compliance with the Americans with Disabilities Act, subcontracts, and MOUs, and the current board roster and selected board minutes for compliance with the Sunshine Ordinance.