

Education Support: Scope of Work – ILO Group

1. **Project Management, Coordination and Design for School Reopening.** Consultant proposes to serve as the lead project manager for school reopening in Rhode Island with a primary focus on the health mitigation and testing strategy identified by RIDOH and the EDoC for the 2021-22 school year. Project management will include organization, prioritization, and communication of all major project components. Consultant will coordinate communication, engagement strategy and convenings between state and involved districts, lead organizations, and/or consultants, including scheduling and leading project meetings, drafting memos and summary documents, and coordinating the slide decks creation, in accordance with appropriate timelines and project scope. Consultant will support in implementation of engagement strategy with identified stakeholder groups.
2. **Use of Federal Funds to Address Learning Loss.** Consultant will support RI state and local leaders in achieving the goals identified as part of the Learning, Equity, and Accelerated Pathway (LEAP) report and programs identified to be achieved with federal relief funding. Support in the resource allocation and effectiveness tracking on federal funding sources to include ongoing ESEA funds, such as Title 1 part a, IDEA, Title 2, Title 4, and McKinney-Vento, and recent relief funds to include ESSER I (CARES Act), ESSER II (CRRSA Act), ESSER III (ARP Act), and the American Jobs Plan. Consultant may provide supports in design criteria such as how funds are effectively impacting learning acceleration for students and schools. Consultant will share examples of what other states and school systems are planning, implement and provide regular updates on those efforts during the school year. Consultant will lead weekly project management meetings to monitor expenditures in response to priorities at both the state and local level.
3. **Municipal Learning Programs.** Consultant will plan for and lead a process to support RI leaders and stakeholders in developing municipal learning programs within RI to assist districts and their constituents. The plan will include assessing current needs and opportunities with a focus on under resourced areas, convening stakeholders to engage in community-based design, evaluating content and service providers, and highlighting criteria for successful implementation and long-term sustainability. Consultant will also advise on how to leverage federal funding in this work. Consultant will prepare a first year implementation action plan that will be used as the basis for project management. Consultant will then lead project management efforts to ensure the implementation is successful. Consultant will design data dashboards to monitor progress and outcome measures, plan and prepare communication materials to keep stakeholders informed, create collaboration opportunities to discuss successful practices, and lead focus group conversations and survey participating entities to gather first-hand perspective on the programs.

4. **Program Design: Municipal Programs, Out of School Time programs, and ongoing Summer Catch Up Programs.** Consultant will support RI leaders in designing municipal programs, Out of School Time programs and ongoing summer catch up programs to account for shorter timelines for summer and school reopening. Utilizing state and district data, Consultant will lead municipal partners to codify goals, outcomes, strategies, and activities that will be necessary for mitigating and overcoming learning loss. Program components may include extended and/or additional learning time efforts, student progress monitoring systems, early-warning systems, and other research-based strategies.

Signature: Rebecca Shah Date: June 22, 2021