

ARISE HIGH SCHOOL: SCOPE OF WORK

Introduction

The Arise High School charter is up for renewal in 2021-22. Within the context of relatively new leadership, a global pandemic, a new OUSD school board, and in a politically turbulent environment for charter schools, this proposal and the work scoped will be to support the school leadership in achieving a successful five-year charter renewal.

For approximately 11 months, starting in late January, Hae-Sin Thomas and Jenna Stauffer will support Arise to achieve a five-year charter renewal on behalf of its students and families through the services listed below. If the scope of work should need to extend beyond 11 months (i.e. appeal to the county or state is necessary), we will revise this agreement.

Tasks, Deliverables, and Timeline

The following is a menu of tasks and deliverables that we can provide. The items highlighted in yellow are the minimum specification for this project.

Arise Charter Renewal (approx late January - November 2021)

Task	Deliverable	Timeline	Cost
Educate school and organizational leadership about the legislative changes to charter renewal law and procedures and its impacts on Arise High School	<ul style="list-style-type: none">Memo and in-person brief and board presentation	By March 1	\$1250
SWOT Analysis and recommendations <ul style="list-style-type: none">School Based Data	<ul style="list-style-type: none">Data studyFocus groups notes	By March 15	\$10000 (previously

<ul style="list-style-type: none"> ○ Review of internal and state data ○ Review of data systems, inquiry protocols, reporting protocols ● Political Analysis ● SQR Evaluation <ul style="list-style-type: none"> ○ Instructional Audit ○ Stakeholder Focus Groups ○ Board Evaluation ○ Review of Instructional Structures/Procedures 	<ul style="list-style-type: none"> ● SQR evaluation and analysis ● Memo and in-person brief and board presentation 		\$5000)
Review the following materials required for charter renewal submission	<ul style="list-style-type: none"> ● Performance Report¹ ● Executive Summary 	Submission date in mid-September ²	\$1250
Develop Arise PPT for charter submission	<ul style="list-style-type: none"> ● PPT for OUSD submission 	Submission date in mid-September ³	\$1250
Support school leadership to prepare for OUSD site visit	<ul style="list-style-type: none"> ● Schedule ● Materials required by OUSD 	TBD based on OUSD schedule	\$2500
Support school leaders to engage stakeholders (board, families, student, and staff) in the charter renewal/school improvement planning process	<ul style="list-style-type: none"> ● Engagement time ● PPTs ● Scripts ● Trainings for each stakeholder group 	Ongoing through completion	\$3750

¹ Will collaborate with Edtec on initial outline and tone of the Performance Report

² Exact date to be determined by Arise team, in alignment with guidance from OUSD Office of Charter Schools

³ Exact date to be determined by Arise team, in alignment with guidance from OUSD Office of Charter Schools

<p>Coach School leader to prepare the community and speakers with talking points; preparation for FAQ</p>	<ul style="list-style-type: none"> • Public hearing scripts and practices • Coaching and support for public speakers 		<p>\$1250</p>
<p>Regular meetings with school leadership focused on charter renewal</p>	<ul style="list-style-type: none"> • Charter Renewal Meeting Agendas • Project Timelines, and Notes 	<p>Ongoing: March 25 - successful charter renewal</p>	<p>\$5000 (previously \$10000)</p>
<p>Targeted leadership coaching for school leader</p> <ul style="list-style-type: none"> • Observation/feedback of leader in practice (board, staff, families, students) • Observation/feedback of leader re targeted instructional moves (observation/ feedback, facilitating/leading professional development, leading school improvement sessions with stakeholders, facilitating data inquiry cycles) • Co-creating agendas, tools, presentation, etc as needed • Targeted coaching as aligned to evolving coach plan 	<ul style="list-style-type: none"> • Clear school improvement priorities (3 years) with accompanying indicators focused on dramatically improving outcomes for students • Coaching goals and coaching plan aligned to school's priorities 	<p>February 2021 - January 2022</p>	<p>\$16,000</p>

<p>Strengthen support of Arise renewal through relationship building campaign with OUSD Decision Makers & City/County influencers</p>	<ul style="list-style-type: none"> • Meetings/visits/tours with OUSD board members and superintendent • Outreach to ACOE board members • Recruit influencers onto Arise board • Facilitate introductions/connections to city leaders • Facilitate conversations with OUSD charter school office 	<p>Completed by one week prior to OUSD vote (TBD)</p>	<p>\$3750</p>
<p>Minimum Cost for this Project</p>	<p style="text-align: right;">\$46,000</p>		