ConnectED
The California Center for College and Career

ConnectEd Scope of Services-- San Leandro Unified School District
September 2017 – June 2018

ConnectEd Service Lead: Robert Curtis

Scope of Work	ConnectEd will work with district leaders to plan and develop a district graduate profile for college, career and civic readiness.	
Project Goals	1. Develop District Graduate Profile for College, Career and Civic Readiness 2. Draft plan to benchmark and implement Graduate Profile	
Project Duration	**Start Date: October 21, 2017**	**End Date: June 30, 2018**
Project Staffing	**Service Lead: Robert Curtis**	**Service and Support Staff:** TBD
Project Budget	**Overall: $29,000**	

Description of Professional Services	Participants	Desired Outcomes	2017-18 All Inclusive Cost
1. Plan and Develop District Graduate Profile			
1.1 Develop and implement six month plan to gather input and develop district graduate profile. Plan will include the following key tasks: a. Map out key stakeholder groups for input b. Map current assets related to graduate profile to ensure that process builds on assets/initiatives and reinforces them. c. Agree on process for collecting input aligned to current district priorities d. Executive sponsorship and support on communication strategy	Work with cross functional leadership team to guide process and secure with input from key stakeholder groups Use existing district and community forums and organizational	• Comprehensive plan for development of graduate profile with key stakeholder groups • Board approved District Graduate Profile for College and Career Readiness • All stakeholders feel included - An open process with plenty of opportunity for cycles of inquiry, input and feedback • All stakeholders feel informed - A transparent process supported by	$25,000

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Description of Professional Services	Participants	Desired Outcomes	2017-18 All Inclusive Cost
e. Vet graduate profile strategy with executive leadership f. Review research and gather input g. Develop draft Graduate Profile h. Solicit feedback on draft from stakeholders i. Submit to executive team and school board for review and approval	structures to gather input	good two-way communication • All stakeholders have shared ownership of the product (Graduate Profile) - A collaborative process with distributed leadership, shared decision-making, and mutual approval/endorsement	
2. Evidence Based Planning for Implementation of Graduate Profile			
2.1 Develop Graduate Profile Implementation Plan aligned with overall district strategic plan or other initiatives	District Instructional Leaders	• Develop protocol for organizing collected artifacts and resources aligned to graduate profile • Develop implementation plan by June 2018 including key existing teachers or teams to implement/pilot graduate profile based on results of analysis • Develop report for School Board and other key stakeholders to communicate results of analysis and plan for graduate profile implementation and any resource or policy implications	$4,000
TOTAL			**$29,000**

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