



REQUEST FOR PROPOSAL

Camino Nuevo Charter Academy #3 (K-8) and Camino Nuevo Charter Academy #4 (K-8) were awarded the After School Education and Safety (ASES) Program to operate after school programs at their respective sites from July 1, 2018 through June 30, 2021. The after school program has the ability to serve about 120 students at each site and is open from the time school is out until 6:00 p.m. Students participating in the after school program receive both academic assistance and enrichment activities such as computer, homework assistance, athletics, technology training and college prep counseling. The program is offered at no cost to school families and each student is provided with a nutritious snack daily.

Camino Nuevo Charter Academy (CNCA) is soliciting proposals from qualified organizations for the two sites reflected above to administer our after school program in the 2018-19 academic year. **Submissions are due Thursday, May 31 at 5:00 PM PST.**

ABOUT CNCA

Founded in 2000, Camino Nuevo began as part of a broader community-based initiative to address the severe socioeconomic and educational needs of residents in MacArthur Park, an urban area of Los Angeles lacking quality public schools. Since inception, Camino Nuevo has grown from a single neighborhood school to a network of eight schools through the collective efforts of dedicated teachers, administrators, parents and community partners.

Our network consists of one preschool, four K-8 elementary schools and two high schools, serving 3,600 students. Our schools are located west of Downtown Los Angeles, in the greater MacArthur Park area and surrounding communities of Pico-Union, Koreatown, Wilshire Corridor and Echo Park. Camino Nuevo Charter Academy #3 (K-8) serves 654 students, and Camino Nuevo Elementary #4 (K-8) serves 791 students at our two combined school sites. Ninety-six percent of students served qualify for free/reduced priced meals and 99 percent are the first in their families to attend college.

Camino Nuevo's mission is to educate students in a college preparatory program to be literate, critical thinkers and independent problem solvers who are agents of social justice with sensitivity toward the world around them.

AFTER SCHOOL PROGRAM BACKGROUND

Our overarching goal is that we work to ensure that our students are *college ready, college bound*. Our after school program partnership is established to focus on college preparation through academic and enrichment supports. CNCA plans to partner with the ASES program to close gaps in academic achievement and motivate our students to succeed.

In order to reach this goal, CNCA intends to target after school program enrollment for students currently performing at Basic or Proficient on state standardized tests. To build on the alignment between the academic supports provided in the after school program and the content taught during the school day, CNCA will share quarterly data and ongoing assessment results with after school program coordinators. The after school program should use the data to implement a systematic, structured approach to meet the needs of students who struggle with mathematics, reading and English language development.

The after school program is designed to meet these goals through three primary structures: homework support, a daily intervention or skill-building lesson, and enrichment activities. Homework support is included as a way of ensuring alignment between the school's daily grade-level and content instruction and the after school program. The afterschool provider will work with the school to develop communication structures regarding homework support to help facilitate alignment. Homework support will help teach students good study habits and help increase their independence and prepare for the rigor of independent college-level assignments.

Given the high levels of enrollment of English Language Learners and in particular considering the impact of their language development on their overall academic success, the after school program should incorporate enrichment activities designed to enhance the language development of students as well as integrate the arts, technology, STEM and fitness. The purpose of enrichment is to foster students who are literate, critical thinkers and independent problem solvers who are agents of social justice with a sensitivity toward the world around them. We know that in order for our students to sustain their motivation and find success in the face of challenges en route to and in college, they need to have a strong sense of who they are. This includes having confidence in their academics and developing skills in a variety of settings. Students enrolled in our after school program should have the opportunity to participate in a variety of enrichment programs to define their passions and expand their knowledge.

THE CAMINO NUEVO WAY

To advance our mission, we implement a highly successful educational model using key signature practices referred to as *the Camino Nuevo Way*. Our approach features a core K-12 academic program *plus* a continuum of supplemental programs and services intended to help form the Camino Nuevo graduate during school and afterschool. These include:

- *Early Childhood Education*: Our preschool program promotes school readiness by engaging children in play-based, guided learning that advances cognitive and social-emotional development.
- *Camino Through College*: The program promotes access to higher education and success in college and career.
- *Experiential Learning*: We provide learning opportunities that are especially crucial to children with limited resources and experiences beyond their environment.
- *Family Engagement*: We encourage parents to be active volunteers and advocates and assume leadership roles. We also offer workshops covering themes such as literacy, positive discipline and wellness.
- *Student Support Services*: To address the basic needs and social-emotional well-being of children and their families, we provide case management, mental health services and other wraparound supports.

AFTER SCHOOL PROGRAM FRAMEWORK

Below is a description of the general framework for afterschool activities. However, the afterschool provider will work with the school leadership team to tailor enrichment activities to meet the needs of their students. Please note that all activities should be inclusive and accessible to all students.

Focus on the Arts

The goal for incorporating visual and performing arts into the curriculum during and after school is to expose students to different art forms and encourage them to appreciate art as a form of communication and to express ideas with proficiency and effectiveness. The arts program for the after school program should be aligned with CA State Standards. CNCA is committed, through instruction and exploration, to providing students with many artistic avenues for creative self-expression. The curriculum should allow students to channel emotions into creative forms, with the objective of instilling value and lifelong pursuit of the arts into students as well as tolerance and respect for diversity. Specific learning activities further students' understanding of artistic elements and principles of visual design. By engaging in visual and performing arts, students will enhance their knowledge of core academic subjects, such as language arts and social studies, apply critical thinking skills and acquire artistic skill and style.

Focus on STEM (Science, Technology, Engineering, and Math)

K-12 STEM education encompasses the processes of critical thinking, analysis, and collaboration in which students integrate the processes and concepts in real world contexts of science, technology, engineering, and mathematics, fostering the development of STEM skills and competencies for college, career, and life. CNCA develops students who are strategic and persistent mathematical thinkers with deep conceptual understanding, reasoning and procedural fluency. Students are challenged to create, apply, reflect upon, communicate and evaluate mathematical thinking. The afterschool program should complement and enhance mathematical skills.

Working towards our mission and vision, students have equal access to information, professionals in the field, and to other resources through greater access to technology. After school, program enrichment classes should build on these efforts by engaging students in STEM projects and activities. Access to the school site's computer lab and computer labs are permitted with advance reservation.

Focus on Physical Fitness

The goal for the physical fitness curriculum is to promote healthy lifestyles among students and to reinforce cooperation and good sportsmanship. Activities should be organized to cover the following strands from the physical education standards: movement skills and knowledge, self-image and personal development, and social development. The educational enrichment component of the program should also continue to offer quality programs such as those we have already established (basketball, cheerleading, football, and soccer), and other high interest programs that will enrich the lives of our students.

PARTNER EXPECTATIONS

CNCA is committed to providing high-quality programming. Partner expectations will be detailed in the memorandum of understanding, however, partners should be committed to:

- Fostering direct collaboration and integration between the regular school day and expanded learning opportunities
- Creating a safe and nurturing environment for students and families and ensuring that all safety and security protocols are followed during programming

- Incorporating school-wide instructional and culture building practices into afterschool programming
- Designing a program that is inclusive and supports the needs of all learners
- Creating a shared vision for program design and implementation
- Establishing clear roles and responsibilities
- Meeting all compliance requirements, including reporting and fiscal and auditing standards
- Tracking and sharing data and regularly evaluating program effectiveness through predefined success criteria

SCOPE OF WORK

CNCA is seeking a partner organization to operate our after school program at the sites reflected above. At Camino Nuevo Charter Academy #3, the provider will serve approximately 120 students in grades 5-8 split across two campuses. At Camino Nuevo Charter Academy #4, the provider will serve approximately 120 students in targeted grades 5-8. Organizations must have experience working with the ASES program to run after school programs, and must have experience working with at-risk youth in Los Angeles. Partnering organizations will employ all program staff and will work with CNCA to develop/enhance the program design and content.

Proposals will be evaluated by the following criteria:

- How the organization will execute CNCA's goals and objectives for the program **(1000 word limit- 25 points)**
- Description of services: including Section 504: Accommodations during After-School Programs **(1000 word limit- 25 points)**
- Program curriculum **(1000 word limit-20 points)**
- Management Oversight Plan **(1000 word limit- 20 points)**
 - Budget (assume an ASES grant award of \$150,000 and detail the required 30% in matching funds)

Required Attachments (10 points)

- Instructor credentials
- Clearance of background check for each instructor
- Number of instructors provided
- Proof of liability insurance
- Materials/supplies provided
- Program schedule
- 2-3 professional references
- CNCA may request a program site visit during the review period

CNCA retains the right to terminate services if the service is unsatisfactory or CNCA needs change. CNCA reserves the right to reject all proposals.

Interested providers must submit one electronic copy of their response to this Request for Proposal no later than Thursday, May 31, 2018 at 5:00 PM PST. Submissions must be emailed to Erica.Gonzalez@CaminoNuevo.org.

If you have any questions regarding the RFP, please email Karla.Duarte@CaminoNuevo.org. A selection will be made by July 1, 2018.

Submittals must be valid for 90 days following the submission deadline.