

1 Sailing the High Seas With Your Site Facilitator

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2 Agenda

- FLDOE Overview of SES
- Hillsborough County Overview of a District Site Facilitator
- Questions/Answers

3 FLDOE Role in SES

Help eligible students in public schools “in need of improvement” receive the free, high-quality tutoring services they need.

4 What Does SES Mean for...

- Families - The program offers families a chance to get their children the extra academic help and individual instruction they need.
- Educators - Educators can help families select the best provider for each child by learning about SES providers in their district.
- Providers - Through SES, innovative leaders and educators can start a new tutoring program or expand an existing one to serve more students.

For additional information go to www.tutorforkids.org.

5 Successful Implementation of SES Involves...

- Collaboration between all parties
- Open and ongoing communication

6 District Site Facilitators

- Can be a valuable resource to assist in the successful implementation of Supplemental Educational Services
- Enhance communication and collaboration among stakeholders

Note: Do not confuse with District SES Coordinator

7 Hillsborough County

Hillsborough County is located in Tampa, Florida

- 8th largest school district in the nation
- Over 200,000 students in 228 schools and centers
- Approximately the size of Rhode Island with urban, rural and Suburban areas
- More than 50% of the student body is eligible for federal free and reduced price meals at more than half of the school

- 21 sites, over 90% of the students are eligible for free and reduced price meals

2006-2007

- 7,950 students enrolled in SES
- 30 Providers
- 77 SES Schools
- 77 Facilitators
- 46 Co-facilitators

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Facilitator Position Description

A district facilitator is a district instructional employee who is appointed by the principal of a Title I school to assist with the implementation of the Supplemental Educational Services program.

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Role of a Site Facilitator

- Partner with parents and providers to ensure that parents are well informed of their options
- Facilitate onsite provider and parent orientation meetings
- Assist with ongoing enrollment process
- Provide staff development for teachers to institutionalize SES as academic intervention

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Role of a Site Facilitator

- Assist providers in contacting parents for appointments and attendance issues
- Market SES program and recruit students
- Coordinate Provider Fairs
- Maintain comprehensive audit files

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Responsibilities of a Site Facilitator

- Coordinate Student Learning Plan (SLP) conferences
- Approve SLP at the school
- Coordinate student data collection and tracking of student eligibility, parent selection, student assessment, and academic progress
- Provide student assessment data to providers to facilitate SLP development

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Responsibilities of a Site Facilitator

- Facilitate the choice with transportation process at the school
- Coordinate SES parent/teacher information meetings
- Coordinate facility usage agreements and invoicing

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Responsibilities of a Site Facilitator

- Monitor implementation of SES program
- Maintain regular contact with district SES program office
- Partner as a liaison for the school, parents, SES providers, and the district

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Qualifications/Skills Needed

- District instructional staff assigned to the school site

- Ability to communicate effectively with a variety of individuals
- Understanding of SSS, benchmarks, and expectations
- Highly organized and motivated
- Skilled in documenting program implementation
- Strong technology skills

15 **Additional Information**

- Appointed by the principal
- Full year commitment
- Program takes place outside of the regular school day
- Works 2-8 hours a week
- Paid at current hourly rate
- Hired as a district employee

16 **New Support Initiatives in Hillsborough County
for 2007-2008**

- Lead Facilitators
- Program Monitors
- Monitors

17 **District Leadership Roles**

Lead Facilitator will...

- Support and assist facilitators in carrying out day-to-day duties in collaboration with the district
- Conduct monthly meetings with assigned facilitators
- Assist with facilitator's concerns
- Report information
- Attend monthly leadership meetings

18 **District Leadership Roles**

Lead Program Monitor will...

- Provide support for monitors, providers, and lead facilitators regarding program management
- Conduct monitor meetings
- Attend monthly leadership meetings

Monitor will...

- Offer technical assistance, support, and guidance to onsite facilitators
- Attend monthly meetings conducted by lead program monitor

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Facilitators are an important part of our SES program. We rely on them for many

duties and appreciate all of their support to our program success.

20 Questions?