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October 21, 2020

Via E-Mail: dfisher@saccityta.com

David Fisher, President  
Sacramento City Teachers Association  
5300 Elvas Avenue  
Sacramento, CA 95819

Re: SCTA Letter of October 1<sup>st</sup> Concerning Expanded Learning Program

Dear Mr. Fisher:

This letter is in response to the October 1, 2020 letter sent by SCTA to SCUSD Board President Ryan. In light of that letter, we felt it was important to provide SCTA with a full understanding of how the District's Expanded Learning Program Thirning (obe)4 (r)3 (h) Behrens, attorney from the Lozano

Expanded Learning Program Selection Process

First, all Expanded Learning Program providers go through an extensive process to assure quality programming and organizational capacity to meet program goals, including two phases:

- 1) Request for Qualifications (RFQ) that is used to determine if an organization has the capacity to run a program; and
- 2) Request for School Site Proposals that outlines specific program framework, plan and goals.

To begin the process, the SCUSD Youth Development Department opens the Request for Qualifications (RFQ) application under the guidance of the Contracts Office. The RFQ is opened every year in order for new agencies to have the opportunity to submit proposals and is posted on the District's website and in the Sacramento Bee. All interested parties are required to attend a Bidders Conference before turning in their applications.

From there, the Contracts Office oversees the entire process, including the Bidders' Conference where a panel of three readers review and score applications. Based on the quality of applications, organizations are interviewed, references are checked, and all information about the organizations submitted to the Contracts Office.

Organizations that meet the criteria are then placed on the Qualified Providers list, though being on this list does not guarantee a contract. Instead, all the organizations who are on the qualified providers list are eligible to apply for programming at sites. Once a site administrator expresses a desire to open their site for a Request for School Site Proposals application, the Youth Development Office sends the application to all qualified providers.



