



For New Community Schools & Lead CBO Partners

May 2023

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Office of Community Supports & Wellness (OCSW)



Led by **Chief Flavia Puello Perdomo**, the **Office of Community Supports and Wellness** is designed to support holistic wellness for all students and provide various education supports as part of the Chancellor's 4 Pillars.

Office of Community Schools

Office of Students in Temporary Housing and Foster Care

Office of School Wellness Programs

Attendance, Research and Innovation



How OCS Supports Community Schools



Program Manager

Provides key supports to a portfolio of school/CBO partnerships



Budget & Procurement

Contracting, payment, fiscal planning



Capacity Building through Professional Development, Training and Coaching

- + Program Manager On-Site Coaching & Support and Cohort Meetings
- + CSD Convenings
- + CSD / Principal Conferences
- + CBO Leadership Meetings
- + Webinars and specialized professional development



Director of School Support

Support a team of Program Managers in providing programmatic, budgeting, and oversight to a portfolio of schools



Strategic Partnerships

Coordination and alignment with City Agencies and other system-level partners.

NYC Community Schools

- + NYC defines the Community School model as an **equity strategy** to organize resources and share leadership so that academics, health, youth development, and family engagement are **integrated into the fabric of schools**.
- + Community schools **collaborate** with Lead CBO partners to create **welcoming, supportive environments** that help students navigate barriers and build on strengths so that every student can thrive academically, socially, and emotionally.



While all Schools are Different, all NYC Community Schools Have Four Core Evidenced-based Features/Pillars



Collaborative Leadership and Practice

CBO partnership & Community School Director

Share data to inform collaborative planning and to target interventions

Leverage inter-agency & public-private partnerships

Assets and Needs Assessment



Family & Community Engagement

Family Nights

Family Leadership Training

Community School Forums

Specialized Programs
(Adult Education Classes, Home Visits, etc.)



Expanded Learning Time

Hands on Learning Experiences

CBO co-facilitation before, during and after school

Summer Programming



Wellness & Integrated Student Supports

Mental Health

Reproductive Health

Vision Screenings

Immigration Services

Success Mentoring

Collaborative Leadership and Practice



Collaborative leadership creates a cohesive school environment where many voices and partners are included in planning and developing a vision that supports the school community, students, and families.

The outcome is that school and CBO resources – both financial and human capital – are allocated to ensure equitable outcomes for students.



Robust programming, classes, activities, and supports are strategically delivered to increase opportunities for students and help achieve your school's Comprehensive Education Plan (CEP) goals.

Practical Steps for Getting Started

This [Onboarding Guide](#) includes immediate, key steps to take in your first few months such as,

- **Hiring a CSD** and other staff through Lead CBO
- Provisioning **CSD access** to DOE systems (e.g. Insight)
- Completing and utilizing the **Assets & Needs Assessment**
- Forming a **Community School Team** (CST)
- Instituting **regular check-in meetings** with Lead CBO
- **Introducing** Community Schools and Lead CBO to your school community
- CS topic-specific **online learning courses** available at www.changeuplearning.com

Practical Steps for Getting Started

(continued)

Planning for SY 2023-24

- The Onboarding Guide also includes tools to plan for a full year of implementation.
 - [Master Planning Spreadsheet \(CSD-facing\)](#) with sequenced tabs and embedded guidance and resource links
 - **Question Bank** for planning across service areas: Expanded Learning Time, Wellness & Integrated Supports and Family Engagement

First Look: Onboarding Guide



New Community School Onboarding Guide

Thank you for joining this critical work, and for your commitment to helping students & families thrive in your school communities. The Office of Community Schools (OCS) is here to support you and your team every step of the way. This guide includes key information, resources, and action steps to orient you to the Community School strategy and set you up for success in the months ahead. Please reach out to your OCS Program Manager, your main liaison and first point of contact for Community Schools, if you have any questions.

Overview

This guide will walk you through the key steps you need to get started in the first few months as a new community school. These steps are divided into three Getting Started sections: **Staffing, Collaborative Practices and Planning Programs**.

This guide is accompanied by the [Master Planning Spreadsheet](#), a comprehensive and detailed planning tool that integrates guidance, timelines, links to useful resources—all in one place. This tool was especially designed for Community School Directors (CSDs), to collect the necessary information and plan a full year of implementation working collaboratively with principals and the school community.

Online Learning Courses

Through a partnership with **Change Up Learning**, a library of self-paced workshops is available to you. The library includes a set of courses designed specifically for NYC Community Schools. The library also includes courses on additional topics such as trauma-informed practice, behavior management and restorative justice. Each community school can set up two accounts on the online platform. Activate your account using [this link](#).

30 Days	60 Days	90 Days
• Community Schools 101 • Collaborative Leadership + Practices • Conducting an Effective Assets and Needs Assessment	• Expanded Learning Time Opportunities • Introduction to Every Student, Every Day: Attendance Practices • Family Empowerment • Wellness + Integrated Student Supports	• Alignment – Part 1: Collaboration and Partnerships - recommended for schools + CBOs • Alignment – Part 2: Social Emotional Learning - recommended for schools + CBOs • Alignment – Part 3: Academics - highly recommended for CBOs • Alignment – Part 4: Curriculum + Lesson Plans - highly recommended for CBOs

Getting Started Sections:

- Staffing
- Collaborative Practices
- Planning Programs

Access to Online Courses

Planning Tips

First Look: Master Planning Spreadsheet

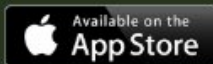
2023 - 2024 School Year Planning					
	Important DOE Dates	School Meetings, Activities or Events	Important Community School Dates	Community School Goals or Deliverables	Other Desired Outcomes for the Month
	See the DOE calendar HERE to plug in relevant dates (breaks, testing, parent teacher conferences, etc.)	List your school specific events (orientations, assemblies, school spirit days, etc.)	See OCS Capacity Building Calendar HERE to plug in relevant events and dates.	Click HERE to see specific tasks and resources you need to complete the tasks.	List any other important reminders or milestones here.
July 2023				Collaborative Planning Meeting #1	
August				Collaborative Planning Meeting #1 (if not completed in July)	
September				-Attendance Awareness Month -Community School Budget due	

- CSD-facing tool, but designed to facilitate planning meetings with school leadership
- Embedded links to relevant, essential resources
- Customizable for your planning purposes (download a copy and edit)

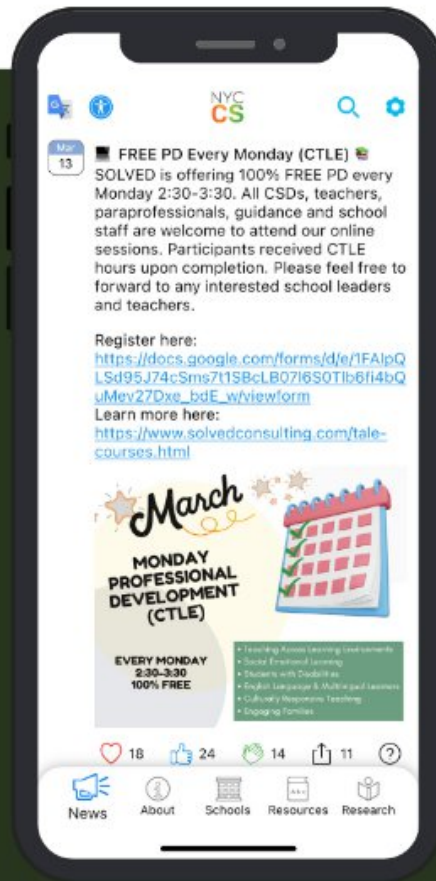
OCS Capacity-Building

Tentative Convenings SY 23-24 Overview (In person and Virtual PD) awaiting SY 23-24 calendar release	
August	Summer Institute (in-person)
	Listening Circles (Virtual)
September	Kickoff (Virtual)
	Listening Circles (Virtual)
October	Principal & CSD (in-person)
November	Listening Circles (Virtual)
December	PLC #1 (in-person)
January	PLC #2 (Virtual)
February	PLC #3 (in-person)
March	PLC #4 (Virtual)
April	PLC #5 (in-person)
May	Principal & CSD (Virtual)
June	Close out (in-person)

OCS HAS AN APP!



SOLVED



Download the NYC-CS App, available for both [Apple](#) and [Android](#) devices. Search for “NYC Community Schools” or use the links above.

Register for a Change Up Learning Account Today!

BETA



Visit www.ChangeUpLearning.com

Each school partnership receives
two accounts.



Fordham University - Community School Technical Assistance Center (CSTAC)

The [Fordham University CSTAC](#) provides FREE and personalized on-site and virtual support to new, existing and aspiring Community Schools

- **New CSD Institute** - Community Schools Strategy skill building for New CSDs offered remotely over the course of 4 weeks.
- **School and/or CBO Individual Support** - In-person or remote support coaching the development of effective and sustainable Community School strategies within your school community.
- **Regional Conferences** - Fordham CSTAC hosts multiple Regional Conferences throughout the five boroughs that provide free professional development on key issues facing community schools today. CTLE credit is open to all eligible participants.

All CSTAC services are free and supportive, not supervisory, in nature. To learn more, contact us:

Phone 212-636-6100 - **Email** cstac@fordham.edu - **Website** nyscommunityschools.org

Immediate Action Steps

- Schedule a meeting (principal/school leadership and lead CBO) to discuss hiring a CSD. Set up a regular meeting schedule.
- Read through the Onboarding Guide.
- Complete the Assets & Needs Assessment if you have not yet done so. Instructions are in the Onboarding Guide.
- Lead CBO: Download a copy of the Master Planning Spreadsheet and start utilizing it in your planning meetings.
- Get to know your OCS team. Your Program Manager will be your first point of contact.