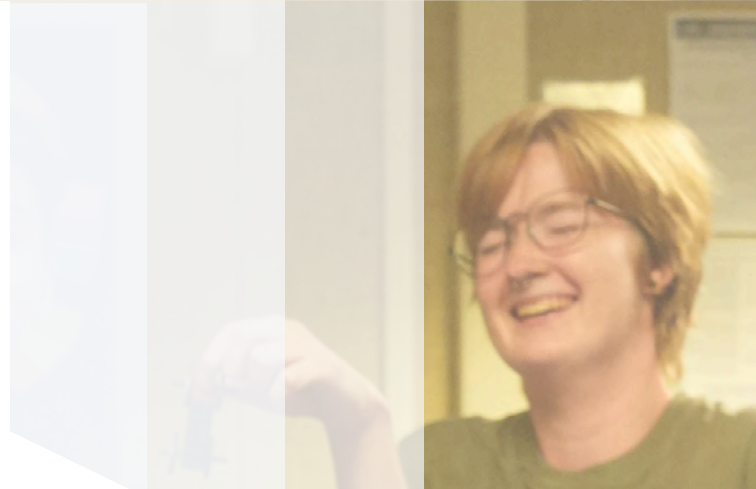




EXPANDED LEARNING OPPORTUNITIES PROGRAM (ELO-P) - STAFFING SUPPORT SERVICES

[RFP NO. REDACTED]
REDACTED - CLIENT NAME
REDACTED - CLIENT ADDRESS

COVER LETTER



Strategic Kids
26941 Cabot Rd #109,
Laguna Hills, CA 92653
(949) 215-6956
info@strategickids.com

[REDACTED]

[REDACTED]

Re: [REDACTED]

Dear [REDACTED],

Strategic Kids is pleased to submit this proposal in response to [REDACTED]. [REDACTED] previously identified Strategic Kids as its intended award recipient for [REDACTED] following a competitive procurement process, and we bring that established familiarity with [REDACTED] standards and expectations directly to this engagement.

We understand what this RFP asks for: a partner who can reliably recruit, train, and retain qualified Instructional Aides for a full ELO-P day, particularly in Transitional Kindergarten and Kindergarten classrooms where the need is most acute and the staffing challenge is greatest.

Since 2020, we have deployed paraeducators and instructional aides across Southern California's largest districts, including [REDACTED] maintaining a 95% average shift fill rate and earning a partner satisfaction rating of 4.75 out of 5 across our active programs. Our Education Services team completed 35,326 paraeducator shifts serving an estimated 150,000 students during the 2025–2026 school year.

We have read [REDACTED] and recognize the District's commitments to equity, culturally responsive practice, and the success of historically underserved students, including Black students, English learners, and students with disabilities. Those commitments are reflected in how Strategic Kids recruits staff, designs training, and holds itself accountable to the districts and students it serves.

Strategic Kids will deliver 75 fully screened, trained, and compliant Instructional Aides to [REDACTED] ELO-P sites by August 24, 2026, and maintain that coverage reliably across the full contract term. This proposal is valid for 90 days from the submission date. We welcome any questions and look forward to the opportunity to serve [REDACTED] and its students.

Sincerely,

[REDACTED]

[REDACTED]

ORGANIZATIONAL OVERVIEW

Strategic Kids, LLC is a California-based educational staffing and enrichment organization founded in 2013. Headquartered in Laguna Hills, California, Strategic Kids operates across California, Colorado, and Washington, supporting more than 300 school partnerships, employing over 1,000 trained staff members, and serving more than 100,000 students annually.

The company's foundation is rooted in the personal experience of its founder, Adam Brody, whose time in foster care shaped his understanding of the difference a consistent, caring adult can make in a student's life. That conviction guided Strategic Kids' beginnings as an enrichment provider, developing story-based STEM programs designed to build academic and social-emotional skills in TK/K–8 learners. Over more than a decade, Strategic Kids has designed and delivered enrichment and Expanded Learning Opportunity programming across California school districts, giving the team direct insight into what effective extended learning looks like from the inside. That same mission now informs the organization's staffing model, which emphasizes not only classroom readiness and compliance, but the importance of placing instructional aides who can serve as steady, trusted adults for students throughout the ELO-P program day.

Strategic Kids' transition into large-scale instructional staffing began in 2020, when [REDACTED], facing significant classroom shortages in the wake of COVID-19, approached the organization for support. Strategic Kids initially deployed ten paraeducators. By the end of that first school year, nearly 100 trained staff members were actively supporting students across 64 schools. That experience shaped a staffing model built around three realities of district operations: the need to deploy quickly, the non-negotiable nature of compliance, and the expectation that quality must not diminish as a program grows.

Today, instructional aide and paraeducator staffing is Strategic Kids' core business, with active large-scale partnerships including [REDACTED]. Additional active partnerships span Southern California.

During the 2025–2026 school year, Strategic Kids' Education Services team completed 35,326 paraeducator shifts across 20 program partners, a track record detailed further in the Staffing Reliability and Continuity section of this proposal.

Every staff member Strategic Kids places is a direct Strategic Kids employee, with full employer-of-record responsibility described further in the Compliance and Safety section of this proposal. We pride ourselves on recruiting, onboarding, and deploying staff in under 30 days.

[REDACTED] serves one of the most diverse student populations in California, and its ELO-P program reflects a commitment to extending meaningful learning time to the students who need it most. Strategic Kids brings to this partnership more than a decade of experience designing and delivering before- and after-school programs, combined with the staffing infrastructure to support [REDACTED] 68 ELO-P sites reliably from day one.

RECRUITMENT, HIRING, & PLACEMENT

Strategic Kids maintains an active, year-round recruiting pipeline specific to expanded learning and instructional aide roles. Our recruitment strategy is tailored by job role, grade level, and geography, and our hiring process is structured to ensure that every candidate placed at a district partnership site has been thoroughly screened, verified, and prepared to meet the specific expectations of that district before their first day of service.

Building the Right Pipeline for [REDACTED]

[REDACTED] ELO-P program requires approximately [REDACTED] across its network of 68 elementary schools, with particular emphasis on Transitional Kindergarten and Kindergarten classrooms, the grade levels that present the greatest staffing challenge and where the caliber of adult support has the greatest influence on how students engage with the program.

Strategic Kids currently targets candidates with demonstrated experience in elementary and early childhood settings, including classroom assistants, afterschool program staff, child care workers, and credential-seeking education students actively building classroom experience. For [REDACTED], we will prioritize recruiting efforts through partnerships with community colleges, early childhood education programs, and community organizations with ties to the [REDACTED] area, supplemented by our existing Southern California staff network spanning Orange County and the greater Los Angeles region.

Strategic Kids currently maintains active job listings for instructional aide and paraeducator roles across multiple platforms including Handshake, Indeed, and our custom job board on our website, with postings tailored to reflect the specific qualifications and expectations of each district partnership. For [REDACTED], job postings will be built directly from [REDACTED]), ensuring candidates apply with full awareness of the role's actual scope, including supervision duties, behavior guidance, enrollment support, and clerical responsibilities, before they reach the interview stage.

Screening and Hiring Process

Every candidate for an [REDACTED] ELO-P Instructional Aide position will move through our structured, multi-step hiring process before they are eligible for placement. Initial screening confirms basic eligibility: availability, proximity to [REDACTED] sites, and relevant experience working with elementary-age students. Candidates who meet the initial threshold advance to a structured interview assessing classroom management instincts, communication skills, ability to follow direction from site leadership, and commitment to student safety and engagement. Interview criteria for the role will be tied directly to the Instructional Aide, Expanded Learning job description (Class Code 5319), ensuring alignment with [REDACTED] own qualification standards.

A minimum of two professional references are gathered and verified before any offer is extended. All offers are conditional on the completion of pre-placement compliance requirements, which are detailed in the Compliance and Safety section of this proposal.

Strategic Kids hires approximately 5% of candidates who apply, reflecting a deliberately selective process focused on classroom readiness and fit for an ELO-P environment.

Speed to Deployment

Upon contract award, Strategic Kids will mobilize recruiting and screening efforts for [REDACTED] sites immediately. Based on Strategic Kids' historical deployment data across large-scale district partnerships, Strategic Kids will have all [REDACTED] fully hired, cleared, and deployed within [REDACTED]. To meet this timeline, we will activate parallel recruiting tracks across multiple hiring managers, drawing simultaneously on our community college and early childhood education program partnerships and our broader Southern California staff network.

Recruitment Leadership

[REDACTED]

STAFFING RELIABILITY & CONTINUITY

Consistent daily staffing is the operational foundation of an effective ELO-P program. Strategic Kids has built its recruiting, retention, and coverage infrastructure specifically to sustain that consistency across large, multi-site district programs, including [REDACTED] network of 68 elementary schools.

What Our Numbers Show

During the 2025–2026 school year, Strategic Kids' Education Services team completed 35,326 paraeducator shifts across 20 program partners, delivering 180,000 hours of service to an estimated 150,000 students. Our fill rate for that period was over 95% for virtually every partner, reaching 98% for several partners.

Partner surveys conducted across Strategic Kids' active district partnerships in 2025–2026 reflect consistent satisfaction with both service quality and staffing reliability. Partners rated Strategic Kids 4.75 out of 5 on likelihood to recommend and 4.6 out of 5 on fill rate effectiveness:

[REDACTED]

Staff Retention as a Continuity Strategy

Staff continuity is a direct contributor to program reliability. When instructional aides return to the same school throughout the school year, they build familiarity with students, routines, and site expectations that no substitute or newly placed aide can replicate. Across Strategic Kids'

active partnerships, average Paraeducator tenure is approximately 7–9 months, roughly a full school year, providing the kind of sustained, consistent presence [REDACTED] ELO-P students benefit from most.

Strategic Kids supports long-term placement through performance-based incentives, including eligibility for raises, preferred placements, and summer assignments tied to each aide's 13-week performance review cycle, described further in the Supervision and Performance Management section of this proposal.

Strategic Kids' most recent employee survey, conducted in May 2026 across our active paraeducator workforce, reflects a workforce that is engaged and committed to continued service. In response to "How effective is communication with the Strategic Kids Education Services administrative team?" and "How likely are you to continue working with Strategic Kids in the next 6 months?", scores were concentrated at 4 and 5 out of 5, with the large majority of respondents indicating they plan to continue working with Strategic Kids:

[REDACTED]

These results reflect a workforce that is stable, engaged, and committed to the schools and students they serve.

Same-Day Coverage and Substitute Systems

Strategic Kids maintains a dedicated substitute pool of pre-screened, pre-compliant aides available for same-day placement, held to the same compliance and training standards as permanent staff. When contacted, substitutes are required to confirm availability and respond to placement requests within one hour of notification.

For [REDACTED], Strategic Kids will maintain a substitute pool sized proportionally to the 75-aide deployment, with substitutes geographically located near [REDACTED]'s elementary school sites to minimize response time. Absence notifications and substitute deployment will be managed by a dedicated supervisor assigned to the [REDACTED] account, with site leadership kept informed throughout.

Commitment to [REDACTED]

Strategic Kids commits to fully staffing all requested Instructional Aide positions on the first day of service and sustaining that coverage throughout the contract term. When staffing challenges arise, Strategic Kids responds proactively by deploying substitutes, activating the recruiting pipeline, and maintaining transparent communication with District and site leadership until every position is filled to [REDACTED] satisfaction.

TRAINING & PROFESSIONAL LEARNING

Strategic Kids' training program is designed to ensure that every Instructional Aide placed at an [REDACTED] ELO-P site is prepared to support students safely, effectively, and in alignment with District expectations before their first day of service. Training requirements are structured, tracked, and enforced across all active staff from the point of hire through the duration of the contract term.

Onboarding and Initial Training

All Strategic Kids staff complete a structured new hire orientation before they are eligible for any placement. For [REDACTED] ELO-P assignments specifically, all required safety, compliance, and site-specific training is completed before an aide's first day of service; no aide is placed at an [REDACTED] site without it. Broader professional development modules, not tied to [REDACTED]-specific placement eligibility, follow Strategic Kids' standard two-week completion window for general staff training, with documented coaching and a one-week extension for any staff member who falls behind, and written corrective action for continued non-compliance. Full training compliance is one of the standards used to determine eligibility for the advancement opportunities described in the Staffing Reliability and Continuity section of this proposal.

Before taking on an independent assignment, newly onboarded aides also participate in Strategic Kids' shadow program, led by one of our Education Services Directors, [REDACTED], pairing them with seasoned, experienced Paraeducators for hands-on, on-the-job experience. This structured transition ensures every aide placed at an [REDACTED] site has practiced the role under direct observation before working independently with students.

All Instructional Aides placed at [REDACTED] ELO-P sites will complete the following training before their first day of service. This includes training explicitly required by the District, such as Mandated Reporter certification and any [REDACTED]-mandated professional development, as well as Strategic Kids' own standard training curriculum, applied to every placement to ensure aides are prepared for the full scope of an ELO-P environment:

- Mandated Reporter (California-specific, renewed every two years)
- CPR and First Aid certification (including pediatric components)
- Sexual Harassment prevention
- Workplace Violence prevention
- Classroom supervision, student safety, and ratio management
- Positive behavior guidance and social-emotional learning support
- Culturally responsive practice and support for diverse learners
- ELO-P program structure, daily routines, and transitions
- [REDACTED]-mandated professional development and training programs
- [REDACTED] site-specific policies and expectations, including toileting procedures, professional conduct, appropriate work attire, cellular phone and electronic device use, and confidentiality requirements

- General clerical work

TK and Kindergarten-Specific Preparation

Aides assigned to TK and Kindergarten classrooms will receive supplemental preparation specific to early childhood development, addressing the developmental characteristics of the youngest students in the program: emerging self-regulation, varied communication abilities, and the importance of structured routines and consistent adult presence. This preparation includes early childhood development principles, play-based learning facilitation, positive behavior guidance, and strategies for supporting students navigating a structured extended-day environment for the first time, including English learners and dual-language learners who reflect a significant portion of [REDACTED] student population.

District-Specific Alignment

Before any aide is placed at an [REDACTED] site, they will receive orientation specific to [REDACTED], including site protocols, program schedules, and supervision expectations. [REDACTED] is built on four interconnected components — [REDACTED] — and while each shapes how Strategic Kids approaches this partnership, the Adult Portrait speaks most directly to the role Instructional Aides play: it explicitly identifies paraprofessionals among the adults whose practices support every student's path toward the [REDACTED]. The table below maps Strategic Kids' staffing practices to the [REDACTED]

[REDACTED]	How Strategic Kids Delivers It
Champion for Students	Instructional Aides are screened specifically for classroom management instincts and commitment to student safety and engagement
Equity-Focused Change Agent	Training includes culturally responsive practice and support for diverse learners, with particular attention to Black students, English learners, and students with disabilities
Positive & Resilient Professional	13-week performance review cycle and ongoing supervisor support build a sustained, supported workforce
Adaptable & Reflective Lifelong Learner	Quarterly refreshers, the internal mentoring program, and the shadow program reinforce continuous skill development

Empathetic Communicator	Interview criteria assess communication skills and ability to follow direction from site leadership
Empowering Facilitator of Learning	TK/K-specific preparation in play-based learning facilitation and positive behavior guidance
Community-Minded & Collaborative Leader	Designated supervisor maintains direct, collaborative communication with site leadership throughout the program day

Ongoing Professional Development

Strategic Kids provides ongoing professional development throughout the contract term, including quarterly refreshers on student supervision, behavior guidance, and safety protocols. All aides also participate in an internal mentoring program launched during the 2025–2026 school year, which pairs newer staff with experienced aides to reinforce program standards and accelerate professional growth at the site level. Feedback from [REDACTED] site leadership and District administrators will be incorporated into training design on an ongoing basis, ensuring that professional development remains responsive to the actual conditions of the program throughout the contract term.

Training Effectiveness and Continuous Improvement

Strategic Kids evaluates training effectiveness through direct observation, not completion tracking alone. Education Services Directors conduct site visits to observe aides applying training content under real classroom conditions, assessing whether instruction translates into practice in classroom management, behavior guidance, and student safety protocols. The 13-week performance review cycle incorporates this feedback alongside attendance and site leadership input to identify where additional coaching is needed.

Where a gap between training and practice is identified, the designated supervisor schedules targeted coaching before it affects service quality, reinforced by the mentoring program described above.

Training content itself is reviewed and refined on an ongoing basis, using feedback from site leadership, site observations, and performance data to identify recurring gaps and incorporate them into future training modules, closing the loop between what is taught and how it performs in the field.

SUPERVISION & PERFORMANCE MANAGEMENT

Strategic Kids' supervision and performance management system operates at three levels: administrative oversight from Strategic Kids leadership, day-to-day coordination through a dedicated designated

supervisor, and structured feedback from [REDACTED] site leadership integrated directly into individual performance decisions. This layered approach ensures that performance is monitored consistently, concerns are addressed promptly, and every aide placed at an [REDACTED] site is held to a defined standard of conduct and service quality.

Dedicated Supervisor

For the [REDACTED] ELO-P contract, Strategic Kids will assign a dedicated designated supervisor as the primary point of contact for the District and all 68 program sites. The designated supervisor maintains direct communication with site leadership, monitors aide performance and attendance in real time, and ensures that concerns are identified and addressed before they affect program operations.

The designated supervisor is supported by Strategic Kids' broader management team, including Education Services Directors who conduct site visits, review performance data, and provide coaching and corrective support to aides in the field. Strategic Kids' supervision model for the [REDACTED] ELO-P contract is built around a minimum of two documented Education Services Director site visits per month per site, consistent with the District's established supervisory expectations for this program. This baseline is supplemented by regular site check-ins, targeted visits in response to specific concerns, real-time attendance monitoring through our scheduling system, and escalation visits whenever performance or compliance issues arise, ensuring that oversight across all 68 program sites consistently meets or exceeds a twice-monthly standard, rather than relying on a fixed minimum alone.

Performance Monitoring

Each Strategic Kids aide is subject to formal performance review every 13 weeks. Reviews assess attendance, punctuality, professionalism, adherence to site expectations, and feedback received from site leadership. Results are documented and used to inform coaching conversations, corrective actions, placement decisions, and eligibility for raises and preferred assignments.

Between formal reviews, the designated supervisor conducts regular check-ins with [REDACTED] site leadership to gather feedback on individual aides. Feedback is documented and shared with the relevant staff member directly. Where concerns are identified, a defined corrective action timeline is established, with staff replacement initiated if performance does not improve.

Performance Standards and Corrective Action

All placed staff are held to clearly defined performance standards from the first day of service, covering attendance and punctuality, appropriate conduct with students and school staff, adherence to supervision and safety protocols, professional communication, and compliance with all [REDACTED] site policies. When a standard is not met, the corrective action process described above is initiated immediately, with [REDACTED] site leadership kept informed throughout and given direct input into the resolution.

Program-Level Oversight

Beyond individual performance management, Strategic Kids maintains program-level oversight across the full [REDACTED] deployment. Attendance patterns, callout frequency, punctuality data, and site feedback are reviewed regularly by Education Services Directors to identify trends that may indicate systemic issues requiring a broader response, whether additional training, a staffing adjustment, or a change in scheduling approach.

COMPLIANCE & SAFETY

Strategic Kids operates as the employer of record for all placed staff, managing all compliance requirements, including background clearances, health screenings, training certifications, and employment eligibility verification, entirely in-house before any staff member is assigned to an [REDACTED] site. Full compliance responsibility rests with Strategic Kids; the District assumes no related administrative burden.

Background Clearances

All staff assigned to [REDACTED] complete the following clearances prior to placement:

- DOJ/FBI fingerprint background check via Live Scan
- Sex offender registry check (Megan's Law)
- Employment eligibility verification (I-9 form)

Clearance results are verified by Strategic Kids' compliance team and recorded in our internal compliance tracking system. No staff member is scheduled for an [REDACTED] assignment without confirmed, active clearance status on file.

Health and Medical Requirements

All staff complete the following health requirements before placement:

- TB clearance, obtained within the timeframe required by [REDACTED]
- CPR and First Aid certification, including pediatric components
- Verification of ability to perform the physical requirements of the Instructional Aide role

Health documentation is collected, verified, and stored in each staff member's personnel file, with expiration dates tracked and renewals required before documentation lapses.

Required Training Certifications

All staff complete the following training certifications before placement and maintain them in accordance with applicable renewal timelines:

- California Mandated Reporter training (renewed every two years)
- Sexual Harassment prevention training
- Workplace Violence prevention training

A full description of Strategic Kids' training requirements and onboarding process is provided in the Training and Professional Learning section of this proposal.

Ongoing Compliance Monitoring

Strategic Kids' compliance team conducts routine file audits across all active personnel to verify that clearances, certifications, and health documentation remain current. Staff are notified in advance of upcoming renewal deadlines and required to complete renewals before expiration. Staff whose documentation lapses are removed from active scheduling until compliance is restored. Complete personnel files are maintained for all active staff and made available to [REDACTED] upon request, in accordance with applicable state and federal record retention requirements, including 2 CFR § 200.333 for federally funded programs.

Student Data Privacy and Roster Compliance

Upon contract award, Strategic Kids will complete [REDACTED] Student Data Privacy Agreement through the District's [REDACTED] prior to beginning service. Strategic Kids' personnel roster, maintained in real time as described in this proposal, is fully available to the District for audit or verification at any time, including cross-checking assigned personnel at school sites and confirming required credentials and training. Strategic Kids will cooperate fully with the District in connection with any complaint, investigation, or inquiry involving its personnel, providing requested contact information, staff rosters, and documentation of required training upon request.

Student Safety Protocols

All Strategic Kids staff are trained in [REDACTED] student supervision expectations and safety protocols before beginning service. Staff understand and fulfill their obligations as mandated reporters under California law. Incidents involving student safety are reported immediately to site leadership, documented in accordance with Strategic Kids' incident reporting procedures, and followed up with the District as required.

Medication Administration and Clinical Tasks

Clinical tasks and the administration of prescribed medication are the responsibility of appropriately authorized [REDACTED] personnel; Strategic Kids' Instructional Aides do not perform these duties unless specifically authorized, trained, and permitted under applicable law. Where a written, District-approved protocol requires aide-level support, Strategic Kids ensures the assigned aide completes any required authorization and training, and coordinates directly with site administration.

Staff Identification

All Strategic Kids Instructional Aides are provided with agency identification for use at [REDACTED] sites, including a visible badge and Strategic Kids-branded shirt, ensuring aides are immediately recognizable to site staff, students, and families as Strategic Kids personnel rather than unaffiliated visitors on campus. This reflects established practice across Strategic Kids' active district partnerships and supports site-level accountability and safety.

Insurance

Strategic Kids maintains commercial general liability insurance of \$2,000,000 per occurrence / \$4,000,000 aggregate, automobile liability insurance of \$1,000,000 combined single limit, Abusive Conduct/Sexual Molestation coverage of \$1,000,000 per occurrence / \$2,000,000 aggregate, and workers' compensation coverage as required by California law, in accordance with the insurance requirements specified in the sample agreement.

SCHEDULING & COORDINATION

Scheduling [REDACTED] across [REDACTED] 68 elementary schools requires a coordinated system that accounts for daily attendance variability, enrollment fluctuations, classroom rotation, and rapid response to coverage gaps. Strategic Kids manages this through a structured seven-step process, built on our [REDACTED] scheduling platform and supported by a designated supervisor and a substitute pool sized to [REDACTED] program.

Shift Structure

Each Instructional Aide is scheduled for a single, continuous six-hour shift spanning both the extended day instructional period and the afterschool program, rather than two separate blocks of time. In some cases, an aide may move between classrooms at the same site within that shift based on student enrollment and required ratios, consistent with Addendum 1's clarification of the District's shift expectations. This structure simplifies scheduling, reduces handoff points between staff, and gives students consistent adult support across the full program day.

All Instructional Aide shifts include a thirty-minute duty-free meal period, scheduled at approximately the midpoint of the shift and taken away from the aide's assigned classroom or workstation, free of all supervisory duties. Each aide also receives a separate fifteen-minute paid rest break, provided independently of the meal period rather than combined with it. Strategic Kids coordinates the timing of both with site leadership to minimize disruption to program operations while maintaining full compliance with [REDACTED] break requirements.

The Strategic Kids Scheduling Process

Every staffing assignment at [REDACTED] will be managed through Strategic Kids' established scheduling process:

- **Request** — Site or District leadership identifies a staffing need, whether a standing assignment or a coverage gap.
- **Match** — The designated supervisor identifies the most qualified available aide based on site familiarity, grade-level experience, and proximity.
- **Assign** — The aide receives their assignment with full site details, including campus location, reporting time, supervisor contact, and site-specific instructions
- **Confirm** — The aide confirms the assignment; no shift is considered covered until confirmation is received
- **Track** — The designated supervisor monitors attendance and punctuality for all active assignments throughout the program day
- **Backfill** — When an absence or gap is identified, the substitute pool is activated immediately and a replacement is dispatched.
- **Execute** — Service is delivered and documented, with shift records maintained for invoicing and reporting purposes.

This process runs daily across all active [REDACTED] sites, managed by the designated supervisor.

Scheduling Leadership

The designated supervisor assigned to the [REDACTED] account manages daily scheduling across all 68 program sites, communicating real-time coverage updates to site leadership and coordinating substitute deployment throughout the program day. Site leadership will have direct access by phone to both the designated supervisor and the Education Services Directors during all program hours, with same-day response to schedule changes, absence notifications, and urgent coverage needs.

The [REDACTED] ELO-P contract will be supported directly by Strategic Kids' Education Services Team, whose combined experience coordinating large-scale paraeducator and instructional aide deployments across Southern California makes them uniquely suited to the demands of this program:

[REDACTED]

Classroom Rotation and Site-Level Coordination

[REDACTED] ELO-P program requires aides to rotate across classrooms within their shift based on student enrollment and required supervision ratios, as determined and assigned by District staff at each site. Strategic Kids will support and operationalize District-assigned classroom rotations, ensuring each aide receives their rotation assignment before the program day begins and adapts promptly when site conditions change. The designated supervisor maintains visibility into rotation assignments across all 68 active sites and serves as the point of escalation when scheduling conflicts or coverage needs arise at the classroom level.

Absence Management and Same-Day Coverage

When an Instructional Aide is unable to report for a scheduled shift, the aide is required to notify the site office immediately and communicate directly with the classroom teacher, consistent with [REDACTED] own attendance procedures. The designated supervisor is notified simultaneously and draws on the substitute pool described in the Staffing Reliability and Continuity section, prioritizing substitutes with familiarity with the assigned site to minimize disruption to students and program staff. If same-day coverage cannot be secured, the designated supervisor notifies site leadership immediately and coordinates interim arrangements while a replacement is identified.

Patterns of absenteeism among permanent staff are tracked at the program level and addressed through Strategic Kids' corrective action process before they become chronic coverage problems.

Program Calendar

Strategic Kids will maintain a complete [REDACTED] program calendar for each contract year, including all scheduled service days, intersession periods, and pupil-free professional development days on which Instructional Aides are required. Coverage for all scheduled days is treated as a standing commitment, managed through the same scheduling process and substitute infrastructure as the regular program year.

EXPERIENCE IN SIMILAR CONTEXTS

Strategic Kids brings direct, demonstrated experience staffing Expanded Learning Opportunity and instructional aide programs across Southern California's largest districts, reflected in the sustained, multi-year partnerships described below. Strategic Kids' familiarity with [REDACTED], established through a prior competitive procurement in which [REDACTED] identified Strategic Kids as its intended award recipient for [REDACTED], positions us to begin this engagement with an understanding of the District's expectations and commitment to equitable expanded learning.

[REDACTED]

INVOICING

[REDACTED]

DATA & REPORTING

[REDACTED]

PRICING SCHEDULES

[REDACTED]