NYC Tutoring Initiative
Provider Selection Toolkit v.3

Overview:

This toolkit was developed as a framework for tutoring provider selection by ExpandED as part of the citywide initiative to scale access to High Impact Tutoring[1] (HIT) in New York City. As organizations that specialize in tutoring and academic interventions are evaluated for fit during Year 2 of the initiative, the criteria below will ensure that the initiative matches school sites with tutoring providers in alignment with the instructional scope, assessment guidelines, progress monitoring protocols, and research-backed high quality instructional materials with the greatest potential for impact at scale.

Implementation sites will take part in a Design Sprint process which, among other outcomes, will identify the best fit option among selected tutoring providers for site-specific support. There will be three categories of HIT providers: **comprehensive implementation package**, **talent solution**, or **curriculum solution**. All providers under consideration must be aligned with the defined components of HIT and must fall into at least one of the support categories:

1. **Talent + Curriculum** – Provides the full support package to implementation sites, including: tutors, curriculum, and training/support
2. **Talent Solution** – Provides tutors and training/support. Site provides the curriculum; often the intervention or Tier 2 and 3 components of a high quality instructional materials currently in use
3. **Curriculum Solution** – Provides materials, trains and supports tutors and administrators in their use. Site provides the talent, either by independent hiring or utilization of staff currently on site Tutors may be certified or non-certified educators, such as paraprofessionals, community coordinators, or non-profit staff working in and/or afterschool

SITE SUPPORT	Tutors	Tutor Training & Support	Curriculum	Curriculum Training
Talent + Curriculum Package	✔	✔	✔	✔
Talent Solution	✔	✔		
Curriculum Solution			✔	✔

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[1] *Defining High Impact Tutoring*. National Student Support Accelerator, Annenberg Institute for School Reform at Brown University. October 8, 2020.
https://studentsupportaccelerator.com/sites/default/files/Higg_Impact_Tutoring_Definition.pdf

*A site with high quality instructional materials already in place may opt for the **Talent Solution** option, which will support the staffing and training of tutors on-site.*
*A site with ample workforce to access but without the curricular models to launch a tutoring effort may opt for the **Curriculum Solution** option, which supports the selection and training in a research-based tutoring curriculum.*
*A site in need of support in workforce, training/support and curricular materials may opt for the **Comprehensive Package**, which supports in all ways.*

Providers should match the criteria[1] below for inclusion in the launch of the NYC scaled tutoring initiative:

Category	Criteria
Content Area and Grade-Levels Served	- Literacy (K-2) - Math (6-8) - Experience / Preparedness for use with MLL and Students with Disabilities
HQIM Standards Alignment	- Literacy: Aligned to CCSS and Science of Reading - Math: Aligned to CCSS shifts and Next Generation Standards - Ability and systems in place to align with local school curriculum
Efficacy	Evidence of compelling outcome data proven through various sources including: - Completed randomized control trial or quasi-experimental study, producing an effect size of +.20 of greater - External validation - Evidence of significant academic growth on third party and/or growth assessment (i.e. NWEA Map, etc.)
Methodology and Approach	Program built to support the following parameters: **Ratio**: Student:Tutor ≤ 4:1 **Frequency**: Sessions ≥ 3 times/week **Dosage**: Total of ≥ 90 minutes in length per week **Tutoring Cycle**: 10 Weeks Systems to support maintaining high percentage of recruited students in reaching dosage goals

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[1] Criteria will be reevaluated after HIT providers are selected for the 2022-3 school year, and regularly

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Tutor Training and Capacity	- Tutor-Student pairings consistent tutor for all sessions across ≥ 3-month timeframe - Tutor knowledge, background and preparation is core component of program - Tutors trained in content, curriculum, management - Tutors receive ongoing support and close supervision - Tutors receive training in relationship-building / SEL and culturally responsive approaches to curriculum and instruction *Capture information about other types of training tutoring providers offer their tutors (as may be salient to certain school communities) but not required criteria*
Assessment & Data	Program-embedded use of ongoing formal and informal assessment to target instruction and monitor progress
Compliance	Proven ability and readiness to securely store and share data related to: - Tutoring services - Tutor Personnel (demographic data, education/experience levels, retention/turnover rates) - Supports provided to students, schools and districts - Assessment and Experience Survey feedback
Delivery	Provider can deliver tutoring instruction through any one or combination of the following modalities: - In-person - Virtual - Hybrid
Procurement Viability	Providers can supply their services to the NYC DOE via one or more of the approaches below: - MTAC - MWBE - Vendor ID, (Able to partner for $25K max) - Freemium model - CUNY Institution Detail cost for services per 24 students

NYC Experience	**Info about any related NYC experience should be captured in the tool**
	– Has the program been implemented in NYC?
	– Size of pilot/program?
	– NYC-specific efficacy data
	Capture information but not required criteria

Appendix

The compilation of ideal characteristics for providers in the initial stage of a scaled tutoring initiative was grounded in the work done by early adopters, implementers and researchers of high impact tutoring nationwide. This toolkit was largely informed by the work of:

1. **Annenberg at Brown University**
   a. National Student Support Accelerator Toolkit for Tutoring Programs: https://studentsupportaccelerator.com/tutoring/using-toolkit
   b. Tutoring Database: https://studentsupportaccelerator.com/database/about
2. **DC City Tutor**
   a. Tutoring Provider List: https://citytutordc.org/providers/
   b. Standards for High Impact Tutoring: https://citytutordc.org/about-us/#high-impact
3. **Texas Education Agency**
   a. Vetted Texas Tutor Corps https://tea.texas.gov/texas-schools/health-safety-discipline/covid/vetted-texas-tutor-corps
   b. Accelerating Literacy and Learning (ALL Corps) https://www.tn.gov/content/dam/tn/education/esser-planning-resources/TDOE-TNALLCorps-Guidance_FINAL.pdf