

Dear Tutoring Partners,

Since early 2016, the Saint Paul Public Schools Foundation has been working to spin off the work of the Tutoring Partnership with the goal of ensuring that our assets are transitioned to organizations that provide similar services and that have the ability and interest to continue the programming as their capacity allows.

We are pleased to announce that we will be working with two established intermediary organizations to support elements of the current Tutoring Partnership programming: Minnesota Literacy Council and Sprockets, Saint Paul's Out of School Time Network. Starting in June, Tutoring Partnership staff will begin transitioning our programming, information, insights and materials to these organizations.

Our goal is to connect our current partners with the available resources and trainings at MLC and Sprockets moving forward.

The Minnesota Literacy Council (MLC) will adopt the following Partnership programming:

- **Tutor training eLearning curriculum**
- **Tutor training coordination**
- **Volunteer recruitment and placement**

Minnesota Literacy Council (MLC) offers extensive tutor and literacy training opportunities and works with literacy volunteer placement statewide. MLC will receive Tutoring Partnership on-line courses (in full) for Tutoring Basics and Foundations of Intercultural Development trainings. MLC will be able to incorporate these on-line learning courses in to their online learning platform and add them to their training offerings. Tutoring Partnership staff will transfer curriculum and materials for these trainings, as well as information on the success and challenges of the different tutor trainings that we were able to offer over the years including working with users and clients.

The Foundation will also transfer the processes and relationships we use to coordinate tutor training for our partner organizations. MLC will also receive our Volunteer Recruitment and Coordination processes, information and materials we utilize with our existing Tutoring Partner organizations, including the www.tutormsp.org domain name. Continuation of this programming is subject to the availability of near- and long-term funding.

Sprockets can support current partners in the following areas:

- **Professional Development**
- **Program Quality**

Sprockets has a well-established Professional Development and Program Quality menu in place that is known to our Tutoring Partners working in the out-of-school time arena. The Tutoring Partnership will share processes, materials, trainings and information on the Academic Skill Building PQA Supplement with Sprockets. We will also work to connect our partners to Sprockets and their processes for continuous program improvement and other professional development opportunities.

Sprockets also has an established Data-Sharing Agreement with Saint Paul Public Schools, and the Tutoring Partnership will share our processes and sample reports with them.

In addition, Tutoring Partnership staff will share all of the insights and processes gleaned from providing Technical Assistance to our Tutoring Partners over the years.

Tutoring Partnership Data-Sharing

The SPPS Foundation Tutoring Partnership Data-Sharing Agreement with Saint Paul Public Schools will not be transferred to another organization. The Data-Sharing Agreement the Saint Paul Public Schools Foundation has with Saint Paul Public Schools is non-transferrable; client-level (student) data and the data-sharing agreement will not be transferred to another organization. Organizations that would like to continue to link their data to SPPS data can work with Sprockets to identify ways to do that. We believe that the work that Tutoring Partnership staff did to initiate the data sharing agreement will make such arrangements easier to achieve in the future.

Tutoring Partnership Convening

The Saint Paul Public Schools Foundation has been honored to be a trusted convener and facilitator of the Tutoring Partnership. As such, we do not consider the relationships we have formed with our Tutoring Partners along with the convening expectations of the named "Tutoring Partnership" entity as transferrable assets. It is our hope that by sharing our knowledge and expertise with two high-quality and highly-regarded organizations that already work with many of our partners and funders, partnerships can be reformed with a focus on meeting community and student needs.

Next Steps and Timeline Summary

- June 24: Tutoring Partnership annual end-of-year celebration and final meeting.
- July 1: SPPS Foundation web-based eLearning and volunteer recruitment ends.
- July TBD: MLC and Sprockets co-convene a meeting with interested Tutoring Partners and other non-profits.
- July 29: SPPS Foundation operations close; Tutoring Partnership and AmeriCorps VISTA programming ends.
- Aug 5: Final reports and invoices submitted on or before August 5.
- By end of August: Official closing of the SPPS Foundation (including all financial operations) and close of the 501c3.

It has been the honor of the SPPS Foundation staff and AmeriCorps VISTA members to provide Tutoring Partnership programming and resources to our community since 2007. We will be creating our final report and have many success stories and data to share by the end of June. Most of all, we look forward to our celebration event on June 24 with you, our Tutoring Partners.

Yours in partnership,

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Senior Program Director

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