

Summer Achievers SDP-OST Site Level Program Orientation Guideline for June 18, 2026.

All OST Summer Achievers Site Directors must provide an on-site program orientation for their assigned Summer Achievers SDP Teachers and Lead Point Staff, **at 9 AM on Thursday June 18, 2026.** This orientation must include the elements listed below.

Was this item covered? YES/NO	Program Orientation OST Topics To be Covered
	Summer Program Theme (or weekly themes) and Essential Questions (<i>*if using essential questions</i>)
	Summer Program Core Values, Positive Student Behavior Expectations (Providers can integrate the school's PBIS language into summer programming instead)
	Brief Overview of SEL Curriculum and System used by Provider to promote social-emotional skill building
	Description of Culminating Projects and Events
	Review List of Field Trips with Dates
	Review Daily Program Schedule (including the schedule of required 30 minute SDP Teacher Planning Time without students per teacher)
	Review OST and SDP Staff Roles and Responsibilities
	Review Student Arrival/Dismissal (including late arrival, early student pick up) Procedures
	Review Student Conflict Resolution and Behavioral/Discipline Procedures and Practices
	Review Student Incident and Emergency Responses Procedures
	Share Site Level Org Flow with OST Staff Contact Info A Discussion of Shared Norms and Expectations for Communication Between Staff (OST and SDP)
	Co-Planning Activities
	OST Site Director and SDP Lead Point meet 1:1 and discuss communication flow, process for resolving issues, strategies on integrating academic and enrichment, etc.
	OST Group Leaders assigned to the classroom and their SDP Classroom Teacher meet 1:1 to discuss OST support roles in classrooms, when and how to integrate mindfulness/brain breaks into academic instruction time, daily morning community meetings procedures