**Request for Proposal: xxx <describe desired service or improvement area> Partner for XXX School / XXX District**

**SCHOOL INFORMATION**

**School Name:**

**School District:**

**Grades Served:**

**Total Enrollment:**

**Demographic Data:**

% of Student Eligible for Free/Reduced Lunch Program:

% of Students on IEPs % of English Language Learner Primary languages spoken by English Language Learners (list up to 3 most frequent languages spoken):

% of African-American Students % of Asian American Students:

% of Caucasian Students:

% of Latino Students:

% of Native American Students:

% of Other \_\_\_\_\_\_\_\_\_\_\_\_ :

**School’s Primary Enrollment Area:**

**Feeder and/or Recipient Schools that Supply or Receive Most of the School’s Students:**

**ACADEMIC SUMMARY**

**School Performance Framework Overview**

**Performance Plan Type):**

Performance Plan

Improvement Plan

Priority Improvement Plan

Turnaround Plan

**Academic Achievement:** Exceeds Meets Approaching Does Not Meet

**Academic Growth:** Exceeds Meets Approaching Does Not Meet

**Summary of Need:** [Here the school should describe the major improvement strategies it is using for school improvement and what it needs in an external service provider. The identified needs should align with data analysis, identified root causes, and major improvement strategies included in the school’s Unified Improvement Plan. If the school has conducted a formal needs assessment separate from the UIP, this should also be addressed in this section.]

**SUPPORTING DOCUMENTATION**

The following school-level documents are provided as attachments with this RFP to provide more detailed data on the school’s performance and needs:

**School Performance Framework (3-Year):** The district and school performance frameworks provide a snapshot of the district or school's level of attainment on academic achievement, growth, growth gaps and postsecondary readiness. This document is attached, but is also available for each public school in the state at: <http://www.schoolview.org/performance.asp>.

**Unified Improvement Plan:** Improvement plans provide information on the district or school's data trends, root causes and targets, and identify strategies and resources the district or school will use to improve student academic outcomes. This document is attached, but is also available for download at: <http://www.schoolview.org/performance.asp>.

**School Growth Summary Report:** This report provides three years of detailed growth data disaggregated by grade, subject, and subgroups. This report is attached, but is also available for download at: <http://www.schoolview.org/ColoradoGrowthModel.asp>.

**Additional Student Data:** Attached is other relevant data such as average daily attendance for the last complete school year, student mobility rate for the last complete school year, and graduation rates (for high schools) by subgroups.

**Needs Assessment:** If the district or school conducted a needs assessment that is not reflected in the UIP, this should be attached as well.

**PROVIDER RESPONSE TO RFP**

**1. Proposed Provider Background:** Provide a brief history of the company and the primary services offered by the provider.

**2. Proposed Services:** Describe the specific services the provider proposes to offer this school. Include information on how much time the provider would provide on-site and off-site supporting the school throughout the duration of the contract.

**3. Alignment with the School’s Identified Needs:** Explain how the provider would be responsive to the school’s specific needs identified in the RFP above, in the Unified Improvement Plan, and through an analysis of the data provided in the School Performance Framework and School Growth Summary Report.

**4. Work Environment/Collaboration**: Describe the provider’s work style and ideal working environment. How would the provider work to be collaborative and involve multiple stakeholders in this improvement process?

**5. Measurable Outcomes**: Provide the specific, measurable goals/outcomes for which the provider would be accountable. Include any interim measures that would be used to evaluate progress during the project. Make sure the identified goals/outcomes align with the school’s identified performance indicators, measures/metrics, annual targets, and major improvement strategies included in the Unified Improvement Plan. Also provide implementation benchmarks that would be used to gauge progress towards the end goals.

**6. Track Record:** Describe the provider’s track record in dramatically improving schools or districts and radically increasing outcomes for targeted groups of students. Include a description of the criteria and the data that the provider used to determine the impact of its work. Highlight the context and location of where this work has occurred. *(Providers who have submitted a response to the CDE School Redesign Advisory List RFI may want to copy and paste the answer to this question submitted as part of their RFI response.)*

**7. Evidence Base:** Self-assess the evidence base for the interventions the provider offers using the following Evidence-Based Intervention (EBI) tiers as outlined in ESSA. Which EBI tier best describes the provider’s work, and why? *(Providers who have submitted a response to the CDE School Redesign Advisory List RFI may want to copy and paste the answer to this question submitted as part of their RFI response.)*

|  |  |
| --- | --- |
| **Tier 1 – Strong Evidence** | Supported by one or more well-designed and well-implemented randomized control experimental studies. |
| **Tier 2 – Moderate Evidence** | Supported by one or more well-designed and well-implemented quasi-experimental studies. |
| **Tier 3 – Promising Evidence** | Supported by one or more well-designed and well implemented correlational studies (with statistical controls for selection bias). |
| **Tier 4 – Demonstrates a Rationale** | Practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by an SEA, LEA, or outside research organization to determine their effectiveness. |

**8. Cost:** Provide the cost for the services defined in question 2 above and any payment schedule or expectations. Include an itemized breakdown for the proposed costs (e.g. 5 days of support at $500 per day, travel costs at $400 per visit, etc.).

**9. Human Capital:** Provide resumes or bios for the individual(s) who would be providing services to the school on behalf of the provider. Include information on their work and accomplishments in similar schools or with similar projects.

**10. References:** Provide three references for schools for which the provider has provided services in the past two years. Ideally, provide references for Colorado schools.

**11. Financial Information:** Attach the provider’s audited financial statements for the past two years. These should provide the school with an idea of the provider’s financial position, annual budget and sources of revenue.

**TIMELINE**

DUE DATE: Responses are due to the school/district no later than the close of business on Day, Month XX, 2019. Please send response to: [Insert contact information here]

OTHER REQUIREMENTS: The district will conduct interviews with selected providers by phone and/or in person based on an initial screening of RFP responses. The district may also require finalists to attend one or more events on-site as part of the selection process.

SELECTION: The district anticipates choosing a provider for the work described here by XX, 2019 with work commencing in XXX of 2020. The district anticipates putting in place a multi-year contract with the selected provider.

**QUESTIONS** Inquiries can be directed to [insert name and contact information]