

SOUTH KINGSTOWN SCHOOL DEPARTMENT

REQUEST FOR PROPOSALS

South Kingstown School Department is seeking proposals for the following:

#2439 Request for Proposal - Equity Audit & Strategic Plan Development

This is a request for proposals, not a request for bid; responses will be evaluated on the basis of the relative merits of the consultant's qualifications; there will be no public opening or reading of the proposals received by the Purchasing Office of the South Kingstown School Department pursuant to this request. Interested consultants may provide an electronic qualification submittal on or before October 14, 2022 10am at the following web address: <https://www.bidnetdirect.com/rhode-island/skschools>. The district reserves the right, at its sole discretion, to consider proposals received after this date.

This Request for Proposal is being utilized for competitive negotiation. Under the competitive negotiation process, a Contract may be awarded to the most responsible Offeror whose Proposal is determined to be the most advantageous to the District, taking into consideration price and the evaluation factors set forth in the proposal.

Specifications may be obtained by visiting: <https://www.bidnetdirect.com/rhode-island/skschools> or by contacting Raquel Pellerin, Chief Financial Officer, 307 Curtis Corner Road, Wakefield, RI 02879 – 2106, at (401) 360-1300. The South Kingstown School Department reserves the right to reject all proposals, to waive any technical defect or informality in the proposals received, and to accept any of the proposals deemed most favorable to the interest of the school system.

The South Kingstown School Department does not discriminate on the basis of race, color, creed, national origin, age, sex, disability or sexual orientation. By submission of your proposal, you agree not to discriminate in named areas.

RFP #2419 Racial Equity Audit & Strategic Plan Development

South Kingstown is a proud Professional Learning Community built upon collaborative leadership, 21st century deep learning competencies while developing a culture of equity, openness, and sharing of ideas. Working together, South Kingstown School District provides the foundation for an exceptional educational experience. We are committed to working in partnership with families and the entire community to educate ALL of our children. Few school districts can offer what the South Kingstown School District can. The excellence and variety of programs offered by our schools, along with the quality of life in South Kingstown, make our community of South Kingstown a wonderful place to learn, work, and live.

About South Kingstown

South Kingstown, Rhode Island is located on the Atlantic Coast, 32 miles south of Providence, Rhode Island, in the village of Wakefield. The town boasts an area of 63 beautiful square miles including two of South County's scenic beaches, tranquil farmlands, and historic landmarks. With a population of 30,650 (RI Census 2018), South Kingstown is the largest town in Washington County and is the largest town (land and water area) in the state of Rhode Island. South Kingstown is also home to the University of Rhode Island.

South Kingstown is committed to preserving open space, forests, farmland, and scenic views to not only protect the quality of our air and drinking water but also preserves the sense of place that our residents and visitors appreciate and that makes this community special.

More about South Kingstown School Department

South Kingstown School Department comprises seven (7) schools that service over 2,675 students. South Kingstown High School is a comprehensive 9 - 12 high school and provides one of the strongest art, music, career technical education, and athletic programs in the state. Curtis Corner Middle School is a 7 - 8 middle school and Broad Rock Middle School is a 5 – 6 middle school. Matunuck Elementary School, Peace Dale Elementary School, and West Kingston Elementary School service K-4. Wakefield Pre-K School services PreK students. Our schools sit on beautiful grounds that total more than 250 acres and support learning in and out of our school buildings. The district has approximately 310 certified staff (administrators, teachers, counselors, nurses, other) and 155 non-certified staff (clerks, custodians, maintenance, and teacher assistants). The district is proud of its ability to use our financial resources wisely, purposefully, and responsibly to maintain and enhance a high-quality education for all students because it is our belief that our children are our most important asset in the community.

The scope of work includes the following:

South Kingstown School District is looking for an experienced professional who has worked with public education institutions to assess student access to high quality programs, high quality teaching, just discipline procedures, equitable resources, and root cause analysis of persistent achievement gaps for students of color and for our most vulnerable learners. The consultant will conduct a thorough review of the district. Once material is collected and analyzed, the consultant will prepare a detailed report. The district also requests a preliminary report midway through the project timeline that outlines the work completed and findings up to that point.

The components of an Equity Audit Framework could include:

Vision, strategy & culture - District vision, strategy, culture, and priorities reflect a commitment to educational equity and promote a district-wide culture of inclusiveness and a belief that all students can learn.

Accountability for equitable student access & outcomes - Policies, systems, and practices enable all students to fully participate in schools, programs, and activities that result in high comparable outcomes.

Governance & conditions - Clear and equitable school committee/board and central office structures, systems, processes, and practices work together to advance the district towards its vision. The district commitment to equity is reflected in governance and central office structures, systems, policies, and practices.

Focus on culturally & linguistically sustaining teaching & learning - Curriculum, materials, instructional practices, and learning environments, ensure school leaders, teachers, and other school staff constantly improve and refine rigorous standards-based pedagogy that recognizes and embraces students' identities and the district's diversity.

Student readiness to learn - The district and schools create safe, positive, and inclusive learning environments for students. Students' non-academic needs are proactively addressed so they fully engage and succeed academically.

Workforce development - Systems and processes attract, recruit, cultivate, hire, and develop new and diverse staff. All staff receive ongoing professional development that results in the retention of talented, culturally competent, and diverse workforce.

Family & community engagement - The district and schools intentionally and authentically communicate and engage with staff, families, and community stakeholders.

Finance - The district aligns and prioritizes financial resources to address district, school, and student needs and disparities.

Data - The district utilizes data regularly to identify and address inequities in the system. Disaggregated data is accessible and informs decision-making at all levels of the district and in schools.

School Management - Policies, structures, and systems create the conditions needed for school success, maintain accountability for results, and enable effective school leadership.

Successful applicants will submit a proposal designed to address the following:

Please compose the proposal by identifying each bulleted service:

- Customize the process aligned with SKSD's specific needs.
- Identify no more than three to four high-leverage strategic goals.
- Ensure inclusion of all stakeholders (community, parents, students, and staff) that is proportionately representative of the cohort district, and ensure all have an opportunity to provide structured input.
- Ensure that the School Committee members as an integral part of the process providing input, support and commitment.
- Facilitate conversations with all stakeholders.
- Support the strategic planning committees and subcommittees in gathering and organizing internal and external environmental assessments.
- Help communicate the work of the strategic planning committee and subcommittees and the outcomes of their work.
- Keep the process on track, on time and on budget.
- Review existing planning and assessment documents, including the most recent strategic plan.
- Align Strategic Plan process (including outreach efforts and data analysis) to the equity audit report.
- Employ both Quantitative and Perceptive Data to guide SKSD in identifying priority goals/strategies.
- Outline a process to ensure implementation and evaluation of the plan with measureable key performance-based indicators/metrics.
- Ensure alignment with the current plan and processes.
- Describe the process for renewal of the vision, mission and beliefs.
- Utilize effective practices and trends within the educational industry, e.g., online learning and effective integration of technology.
- Include guidelines for resource allocation in the strategic plan.

Deliverables

- Conduct focus groups with students, families, teachers, principals, central office staff and community partners. Provide a detailed report on common themes that emerge.
- Review targeted intervention supports for academic, social emotional and behavioral needs. Identify strengths, challenges, opportunities and effectiveness.
- Policy review of SKSD policies and practices as outlined in the School Committee Policy, SKSD Employee Contracts and the Student Handbook. Submit recommendations based on identified best practices.

- Assessment of financial resources distributed across the district. Provide recommendations on best practice strategies on how to equitably fund schools.
 - Review of literature on institutional racism in public education. Identify current strategies and practices that promote equity or create inequity. Identify best practices and submit recommendations.
 - Assess leadership team's readiness to address institutional racism and equity. Review professional development offerings related to equity, diversity and creating schools free of bias, prejudice and discrimination. Make recommendations for improving programs to support staff readiness.
 - Provide a detailed analysis on district data relative to student academic performance, enrollment based on tracking, discipline, achievement, attendance, social emotional needs, dropout and graduation rates, involvement in extracurricular activities, special education and English Learner classification. Disaggregate the data by race/ethnicity, gender, socioeconomic status, disability and English language proficiency.
 - Preliminary Findings Report with presentation to the School Committee at the halfway mark of the project.
 - Review current efforts to recruit and retain staff of color. Provide recommendations on how to improve staff recruitment and strategies on how to support a diverse workforce by creating a welcoming, bias free work environment. Recommend strategies used by other districts who have successfully increased the diversity of their teaching pool. Strategies should cover recruitment, onboarding, cohort development, staff retention, and incentives for recruiting a diverse workforce.
 - Review curriculum to ensure it is fully representative of our diverse community. Provide recommendations on how to increase representation within the curriculum. Recommend supports to increase student representation in advanced classes or programming.
 - Review family and community engagement practices and provide recommendations on strategies for creating a safe and welcoming environment for families of color.
 - Final report that assesses the causes of inequity and recommends strategies supported by researched based best practices.
- Assessment of Representative Stakeholders' Input and Perspectives
 - Preliminary Report and Recommendations
 - Final Report, and Five-Year Vision and Strategic Plan

Project Timeline

SKSD will accept proposals from consultants on or before October 14, 2022. The Superintendent, the School Committee Chair and the Leadership Team will review all proposals. The winning proposal will be sent to the School Committee for approval

Proposal Submission Requirements:

- A work plan describing methodologies, approaches, and roles and responsibilities for how the work will be accomplished
 1. Detailed description of deliverables and outcomes
 2. Timeline
 3. Estimated costs
- Experience providing consulting services, including audits or assessments related to racial equity/diversity/inclusion/cultural competency
- Experience and philosophy regarding your work as part of a multicultural/multiracial team
- Relevant experience in the education/nonprofit and philanthropic sectors
- Professional training and short bios of the proposed project team members
- A sample list of past and current clients in the public sector, preferably public schools
- Contact information for a minimum of three (3) relevant references
- Proposal should be limited to four (4) pages (excluding supplemental attachments) and submitted by visiting:
<https://www.bidnetdirect.com/rhode-island/skschools>
- Any questions regarding this proposal should be directed to rpellerin@sksd-ri.net