

Request for Qualifications (RFQ): Independent Evaluation of MTSS Refresh Project 2022-2024

RFQ Due Date: November , 2022

**Send to: Doug Gray, ASDN Administrator Professional Development Director,
dgray@alaskaacsa.org**

Project Information:

The Alaska Staff Development Network (ASDN)/Alaska Council of School Administrators (ACSA) is seeking evaluators for a multi-year, MTSS Refresh Project which will include between 15-18 districts from around Alaska.

Over the last decade districts across Alaska have developed and identified strategies to provide a multi-tiered system of support for their students. A great deal of work has been done to implement RTI/MTSS frameworks. However, some schools are at a place where they need to refine or refresh their MTSS system. This need has been amplified by the Alaska Reads Act, which places a stronger focus on MTSS as a strategy schools should use to ensure their reading programs support all students.

This project identifies two components to aid districts or schools looking to develop or refine their MTSS framework.

- Level I - is a universal approach to allow any district, school or individual teacher to select professional learning that enhances practices already in place for Tier One or Tier Two support.
- Level II - A complete MTSS system requires scheduling and systems-building that can only succeed with the support of building leadership. Component One is a two year professional learning program for schools that have leadership committed to developing their MTSS team. During this time teams will closely examine current practices and identify and implement specific additional supports. The teams will focus on MTSS and how it can be used to support reading.

This MTSS work supports several key areas in the Alaska Reads Act and in Alaska's Education Challenge by providing high quality, evidence-based professional development that builds literacy skills for all students.

Scope of Work:

- Participate in two virtual meetings per district during each school year to support with the organizing of the goals/outcomes based on the schools' needs assessment.
 - Maintain notes based on the goals and work being done by each district.
 - Identify how districts are keeping track of work being done based on needs assessment.

- Provide evaluation and feedback on the selected goals during the scope of the project:
 - Goal 1: At the end of this grant period Level II districts will have completed an MTSS needs assessment and developed a plan of action on what needs to occur to improve student performance.

 - Goal 2: At the end of this grant period Level II districts will have several key educators who will be able to support individual schools at implementing an MTSS model that supports reading.

 - Goal 3: At the end of this grant period Level II districts will have developed a handbook that will walk individual schools through the components needed to support an MTSS model.

 - Goal 4: At the end of this grant period each participating district will create a playbook on how to implement research based MTSS strategies into schools to increase student performance.

 - Goal 5: Build capacity within ACSA and DEED to support districts and schools in the implementation of an MTSS model.

 - Goal 6: Any educator in the state will have opportunities to refine their Tier I MTSS knowledge and practices, especially in providing Tier I support for reading and math instruction.

- Meet monthly with the ACSA/ASDN/DEED project lead team to provide status of the project, including addressing barriers towards goals. Some meetings may also include outside contractors/consultants who are supporting district teams.
 - Serve as the note taker at the meeting to include pertinent information in mid and end of year reporting.

Experience and History of Contractor to Include in the RFQ Submission:

A. Company Credentials:

Provide a brief statement of qualifications that includes the firm's size and geographic location. The firm must have a minimum of 5 years of experience in project evaluation, with proven experience in the evaluation of USED grants and/or other similar federally funded grants.

B. Project Personnel:

1. Name, title, and assignment for this project
2. Resume(s) to include:
 - a. Number of years with firm
 - b. Number of years with other firm(s)
 - c. Experience:
 - Education/ Degrees earned
 - Active registration/certification/licenses
 - Current job description
 - Names of projects, types of projects, and size of projects, and specific project involvement.
 - Other experience and qualifications which are relevant to this project

B. Current References:

1. The firm will provide a listing of, at minimum, three (3) clients it has or is providing successful evaluation services to that are consistent with the requirements and the scope set forth in this RFQ. The listing shall include name of the client, the name of the contact person, address, e mail, and telephone number and a brief explanation of the services that were provided.

RFQ Review Process:

- A. The Project lead will appoint a proposal review team consisting of 2-3 members of the

MTSS Refresh project team (which may include members from ASDN, ACSA, and DEED) to review proposals and recommend the selection of the evaluators.. The review team will select the successful evaluators and the ASDN will notify all applicants of the decision.

B. All decisions will be final.