

SUGGESTED RFP FORMAT FOR SECONDARY EVALUATION FOR LOW PERFORMING SCHOOL BOARDS FOR INDEPENDENT SCHOOL TURNAROUND EXPERTS

In accordance with 53E-5-303, the school board for identified low performing schools are required to create a turnaround committee (who shall also serve as the evaluation committee) comprised of the following individuals:

- (a) the local school board member who represents the voting district where the low performing school is located;
- (b) the school principal;
- (c) three parents of students enrolled in the low performing school appointed by the chair of the school community council;
- (d) one teacher at the low performing school appointed by the principal;
- (e) one teacher at the low performing school appointed by the school district superintendent; and
- (f) one school district administrator;

Pursuant to 53E-5-305, the school board shall solicit proposals from turnaround experts identified by the Utah State Board of Education, in conjunction with the committee mentioned above, evaluate proposals, submit the selected proposal to the USBE for review and approval, and contract with the selected expert to implement the plan.

Proposal Requirement: The proposals submitted shall include:

- (a) strategy to address the root causes of the low performing school's low performance identified through the needs assessment
- (b) scope of work to facilitate implementation of the strategy that requires the turnaround expert to:
 - (i) develop and implement, in partnership with the school turnaround committee, a school turnaround plan;
 - (ii) monitor the effectiveness of a school turnaround plan through reliable means of evaluation, including on-site visits, observations, surveys, analysis of student achievement data, and interviews;
 - (iii) provide ongoing implementation support and project management for a school turnaround plan;
 - (iv) provide high-quality professional development personalized for school staff that is designed to build:
 - (A) the leadership capacity of the school principal;
 - (B) the instructional capacity of school staff;
 - (C) educators' capacity with data-driven strategies by providing actionable, embedded data practices; and
 - (v) leverage support from community partners to coordinate an efficient delivery of supports to students inside and outside the classroom

Plan Requirement: The plan must:

- (a) address the root causes of the low performing school's low performance identified through the needs assessment;
- (b) include recommendations regarding changes to the low performing school's personnel, culture, curriculum, assessments, instructional practices, governance, leadership, finances, policies, or other areas that may be necessary to implement the school turnaround plan;
- (c) include measurable student achievement goals and objectives and benchmarks by which to measure progress;
- (d) include a professional development plan that identifies a strategy to address problems of instructional practice;
- (e) include a detailed budget specifying how the school turnaround plan will be funded;
- (f) include a plan to assess and monitor progress;
- (g) include a plan to communicate and report data on progress to stakeholders; and
- (h) include a timeline for implementation.

Evaluation Criteria:

1. You must submit the needs assessment to the Independent School Turnaround Experts qualified by USBE plus this RFP.
2. Technical criteria—you must list how you will be evaluating the proposals and plans submitted by the Independent School Turnaround Experts. These can be Proposal and Plan Requirements identified above.

Sample Score Sheet:

Scoreable Technical Criteria		Evaluator Score (1-5)	Criteria Weight	% of Tech Criteria	Points Possible	Points Earned
Category 1- Proposal				0.0%	0.0	0.0
	Criteria 1- Strategy to address root causes		20	16.7%	100.0	
	Criteria 2- Scope of Work		20	16.7%	100.0	
Category 2 - Plan				0.0%	0.0	0.0
	Criteria 1- addresses root cause		10	8.3%	50.0	
	Criteria 2 -recommendations regarding changes to low performing school's personnel, culture, curriculum, etc.		10	8.3%	50.0	
	Criteria 3- measurable student achievement goals and objectives and benchmarks		10	8.3%	50.0	
	Criteria 4- professional development plan with strategy to address instructional practice		10	8.3%	50.0	
	Criteria 5- detailed budget		10	8.3%	50.0	
	Criteria 6- plan to assess and monitor progress		10	8.3%	50.0	
	Criteria 7-plan to communicate and report data on progress to stakeholders		10	8.3%	50.0	
	Criteria 8 - timeline for implementation		10	8.3%	50.0	

Best Value

Briefly describe how the Independent School Turnaround Expert's proposal and plan delivers best value for the school.