



Montezuma-Cortez RE-1 School District

Request for Proposals for Distributive leadership professional development

Date Issued: November 1, 2017

I. Introduction

Background

Montezuma-Cortez RE-1 serves the town of Cortez, the Ute Mountain Ute tribe, and a large portion of unincorporated Montezuma County up to the NM, AZ and Utah borders. In 2016-17 the district serves 2,822 students, educating and engaging a very diverse group of students. Approximately 61% of our students qualified for Free and Reduced lunch, with percentages rising to 80-87% in the three large elementary schools. The demographics of the students also reflect the unique diversity of the community with 27% of students identifying as American Indian, 20% Hispanic, 4% multi-racial, 49% Caucasian, and less than 1% identifying as Black or Asian American. The district operates a high school, a middle school, five elementary schools and a preschool. In addition, the district authorizes three charter schools including an alternative high school and two elementary schools.

The district recently moved from accreditation with a “priority improvement” designation to accredited with “Improvement” indicating a consistent trend toward school improvement. However, several schools remain “on the accountability clock” due to low performance. The district is engaged in a multi-year school improvement effort in partnership with the University of Virginia. The elementary schools were involved in direct training and technical assistance with UVA for three years focused on building instructional infrastructure in the areas of data driven instruction, distributive leadership, improving the rigor of core instruction, and building a school culture of high expectations. Currently, the middle school and high school are engaged in the two-year UVA professional development cohort.

The district is interested in contracting with a consultant with proven experience in supporting turnaround schools and schools in need of rapid school improvement including increasing student growth and achievement and closing achievement gaps for high poverty populations and students of color. The district is specifically seeking a consultant this is familiar with research-based practices in turnaround, including but not limited to the UVA turnaround model, and who has experience in building leadership capacity in school principals and building instructional leadership teams.

Request for Proposals

The Request for Proposals (RFP) is soliciting bids from all interested parties for an 8-month contract. The district is requesting proposals from interested parties to provide professional development services that will:

- Provide district-wide professional development to principals and school instructional leadership teams from four elementary schools focused on research-based rapid school improvement strategies including developing a school-wide culture, systems, and practices to close achievement gaps and sustain improvement over time; and
- Provide professional development to aspiring school leaders (building the pipeline) aligned to district-wide professional development on school improvement with an emphasis on building aligned turnaround leadership competencies.

Anticipated Term of Contract

Montezuma-Cortez RE-1 intends to enter into a contract with a proposer for an initial contract period beginning January 1, 2018 –August 31, 2018. The amount of this contract is not to exceed \$16,000.

II. Scope of Services

The following provides a general overview of the specific work that Montezuma-Cortez RE-1 will expect the selected firm to complete. These should not be considered an exhaustive listing of tactics to be employed to meet the goals stated above. The district welcomes proposer's recommendations to add strategies and tactics to this list and/or revise this list as part of the creation of a professional development proposal that can further enhance district efforts as outlined in the above goals within the constraints of available resources.

The Scope of Services has two major components: Development and implementation of 2-3 sessions of professional development for principals and school instructional leadership teams and development and implementation of 2-3 sessions of targeted professional development for district-identified aspiring school leaders (aspiring assistant principals and aspiring principals).

Professional Development for Principals and Teacher Leaders

- Partner with the district leadership and principals to review existing needs assessment data in order to identify 2-3 priority areas to build capacity in the highest leverage areas to drive sustainable culture, systems, and practices to drive accelerated school improvement and close the achievement gap;
- Develop a scope and sequence and content for 2-3 professional development sessions for principals and teacher leaders to address to the 2-3 priority areas identified through the needs assessment review. This content shall be provided to the district upon completion and the district shall retain non-exclusive rights to use this content beyond the scope of this contract;

- Facilitate 2-3 professional development sessions addressing the priority areas identified in order to build capacity for the principals and teacher leaders at the four elementary schools in the district; and
- Conduct a debrief meeting with district leadership and make recommendations on next steps for the district following the professional development series.

Professional development for aspiring school leaders (aspiring assistant principals and aspiring principals)

- Review and advise on district plan for identifying potential aspiring school leaders using turnaround competency criteria;
- Development of content for 2-3 sessions for aspiring leadership focused on building individual professional growth plans for developing turnaround leadership competencies aligned with the district 2-3 priorities identified for overall principal and teacher leader professional development. This content shall be provided to the district upon completion and the district shall retain non-exclusive rights to use this content beyond the scope of this contract;
- Facilitate 2-3 professional development sessions for aspiring leaders; and
- Conduct a debrief meeting with district leadership and make recommendations on next steps for the district following the professional development series.

III. Issuing Information

This RFP is issued on behalf of the Montezuma-Cortez RE-1 School District. Interested individuals or firms should respond with a proposal, not to exceed 10 pages, that succinctly addresses the following:

- Agency or individual’s qualifications, experience, and relevant prior projects;
- Agency or individual’s proposed approach to partnering with the district to address the goals specified in this RFP;
- A minimum of two professional references from current/former clients; and
- Proposed budget.

Proposals should be submitted via email to the issuing officer and must be received by 5:00pm on December 20, 2017. Please contact the district for more information on this RFP or district context underlying this RFP. The following individual will serve as the Issuing Officer from the date of release of this RFP until a contract is awarded:

- Carol Mehesy – Cmehesy@cortez.k12.co.us or 970-565-7282 x1127

