

On Thu, May 12, 2016 at 10:01 AM, Laurie Motyka <laurie.motyka@generationready.com> wrote:
Hi Joseph,

We have several questions about what is meant by/needed for each of the following sub bullets. Could you please clarify what is specifically being asked about:

- safety and security programs (in section 3)

Please provide information relating to training or trainings the staff assigned to the school will either have or will be provided to your staff before or during their work at Clark relating to safety or security. An example of training would be Crisis Prevention Intervention.

- summary of ability to take on extra workload expected by proposer (in section 4)

Please demonstrate whether you have the ability to add capacity if necessary during the term of the contract if it becomes necessary.

- policies and procedures: substitutes/accidents; *does this only refer to substitute drivers, and not substituting at the consultant level?* (in section 5)

This is a relic from an RFP for transportation services please disregard

- alignment with start up schedule; *again, does this apply only to drivers? If so, we will skip as that doesn't pertain to us; if somehow it relates back to consultants, please explain what is needed* (in section 5)

This is a relic from an RFP for transportation services please disregard

- employee recruiting and and/or existing staff transition plan; *is this the same as section 3a?* (in section 7)

In addition to addressing hiring and screening please explain how current staff assigned to other projects that you are planning to assign to this project would be transitioned to this project.

Thank you so much—

Laurie

From: **Shepler, Cori** <CShepler@nhsonline.org>

Date: Fri, May 13, 2016 at 11:25 AM

Subject: Questions for RFP - Special Education Consultant

To: "jneary@firstlineschools.org" <jneary@firstlineschools.org>

Good afternoon Mr. Joseph Neary – Please see the following questions below in regards to the Special Education Consultant RFP. I look forward to your responses

1. Is this a new contract or is there a current provider? If there is a current provider, are you able to disclose who they are, what their model is and what the pricing is?

This is a new contract.

2. How many days of school does FirstLine Schools provide? Does FirstLine Schools provide Extended School Year programs for special education students)

180 days of regular instruction and 20 days of extended school year programming

3. What type of degree/experience is FirstLine Schools looking for in terms of Consultants? How many consultants is FirstLine Schools expecting for this contract?

FirstLine would prefer but not require the individual or individuals assigned to this project be Special Education certified and have a deep understanding of IDEA, bulletin 1508 and bulletin 1706. We are not specifying the number of consultants.

4. Of the 47-77 students with an IEP, can you provide the primary diagnosis? Number of students with Autism, LD, IDD, EDS, etc.?

Currently there are: AU (4), ED (8), OHI (10), Multiple disabilities (2), OI (2), ID Mild (7), ID Mod (2), ID severe (2), SLD (34), SLI (10)

5. On p. 5 of the RFP, it states the appointment of a Supervisor is required. Can the Supervisor also act as one the consultants?

Yes

6. On p. 2 of the RFP, number 6 it states “Refine and create systems to monitor all records and documentation to ensure mandatory compliance.” Is FirstLine Schools using an electronic IEP system to input/track IEPs, ERs and RRs? If so, what system is being utilized?

We currently use Special Education Report (SER) provided by the Louisiana Department of Education

7. On p. 2 of the RFP, number 5 is states ...“ensuring IEP and transition goals are aligned with student evaluations, state standards and transition assessments.” What form of student evaluations and assessments are being conducted and how often? What transition assessments are being conducted and how often?

We are using triennial re-evaluations/initial evaluations in accordance with Bulletin 1508 of Louisiana, TAGG Assessment, various rating scales depending on student profile/areas of need

8. On p. 2 of the RFP, number 7, it references the position of a Special Education Coordinator. What is the role of the Special Education Coordinator at FirstLine Schools and what type of degree/education background are they required to have? Is this a full time position?

The Special Education Coordinator, under the supervision of the school leader, is responsible for ensuring the academic success of students in special education by providing leadership that ensures services and supports according to the applicable laws and the mission of FirstLine Schools.

Skills / degrees /certification requirements:

- Bachelor's degree required, MA or MEd preferred
- Louisiana Teacher Certification in Special Education
- Minimum of three years of teaching experience
- Demonstrated success working with students in an urban, open admissions school
- Demonstrated success coaching and leading adults
- Knowledge of current federal and state guidelines and reporting procedures

9. On p. 2 of the RFP, number 8 it references professional development for special education teachers at the beginning of the year and mid-year. How many special education teachers are on staff? Other than beginning of the year and mid-year professional development, how many In-Service days are there that can be used for professional development?

7 teachers, bi-weekly professional development time (2 hours)

10. On p. 2 of the RFP, number 11, it states ...“FirstLine is not burdened with day-to-day operations.” Can you provide further clarification regarding what this means. Are the consultants responsible for the day-to-day operations of Joseph S. Clark Preparatory High School?

We expect the consultants to provide all of the support the special education team needs to meet the needs of the students, comply with federal and state laws, and supervise staff. FirstLine will supervise the organization chosen through the RFP process.

11. On p. 10 it references State & Local Disadvantaged Business Enterprise and requests as a certified DBE, a certificate issued by the City of New Orleans or other certifying agency must be provided with the submission. Is it a requirement the provider be a certified DBE?

It is not required but organizations that are certified DBE are given preference by virtue of getting points on the scoring rubric for being certified.