

FIRSTLINE PEO RFP PRE-BID MEETING

November 15, 2018
10:00am



FIRSTLINE SCHOOLS - EDUCATION FOR LIFE

INTRODUCTIONS

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Director of Operations



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SIGN-IN SHEET

Please be sure to sign-in on the sign-in sheet. The link is in the chat function. This is how we will show who attended the mandatory pre-bid meeting.



Mission and Vision

- The mission of FirstLine Schools is to create and inspire great open admissions public schools in New Orleans.
- Our schools will prepare students for college, fulfilling careers, and a healthy life by nurturing students in mind, body, and spirit.



FIRSTLINE VISION:



Mind



Body



Spirit



AGENDA

- **Who We Are**
- **Where we are going**
- **Operations Role in our Schools**
- **Partners & Consultation Structure**
- **RFP Details**



WHO WE ARE:

HISTORY OF FIRSTLINE SCHOOLS

1990 – Summerbridge is Founded

Summerbridge (now Breakthrough) is a program designed to help 5th and 6th grade students gain acceptance into top middle schools, often private or selective public magnet schools.

1992 – James Lewis Extension School

Due to a lack of quality open-enrollment public schools, Jay Altman and the Summerbridge team founded James Lewis Extension School (JLES).

1998 – New Orleans Charter Middle School (NOCMS)

JLES became the first charter school in the city, NOCMS. Run by Middle School Advocates (MSA), NOCMS was the top performing open admissions middle school in NOLA.

2005-2006 – S.J. Green Charter School

The state approached MSA and requested they take over the failing Green Middle School. Green opened as a charter school one week before Katrina hit.

2007 – Arthur Ashe Charter School and transition to FirstLine name

In 2007, MSA used the NOCMS charter to open Arthur Ashe Charter School. MSA changed its name to FirstLine Schools in 2008.

2010-2011 – FirstLine Grows to Five Schools

FirstLine expands in size as it transitions John Dibert School as a turn-around school and begins managing Langston Hughes Academy in 2010. In 2011 Joseph S Clark High School becomes FirstLine's first high school as a turn-around school.

2018-2019 - FirstLine Grows to Six Schools

The Live Oak Facility becomes FirstLine's fifth K-8 school in the 2018-19 school year.



WHO WE ARE: OUR SCHOOLS



We currently have almost 500 employees serving approximately 3,500 students in New Orleans, with plans for growth in the next 3-5 years.

FIRSTLINE COMMITMENTS

We Keep Learning	We Work Together	We are Helpful	We are the Safekeepers of our Community	We Share Joy	We Show Results
<p>I commit to my own and others' development.</p>	<p>I commit to listening and understanding.</p> <p>I commit to speaking with honesty and respect.</p>	<p>I commit to doing what it takes to serve others.</p>	<p>I commit to keeping myself and others safe in mind, body, and spirit.</p>	<p>I commit to bringing my personal joy to our work.</p>	<p>I commit to holding myself and others accountable.</p>



CENTRAL OFFICE FUNCTIONS- THEORY OF ACTION

To take as many operational responsibilities off the school leaders, without loss of decision making autonomy, so that they can focus on school culture, curriculum, instruction, and relationships with students, parents, and teachers.



OPERATIONS ROLE IN SUPPORTING THE MIND/BODY/SPIRIT MODEL

- Ensure our students have the best possible talent in their classrooms and throughout their school through excellent attraction, selection and retention strategies.
- Ensure that our teachers have the information needed to best support and respond to the individual needs of students through providing high-quality data tools.
- Ensure our students arrive on-time, ready to learn
- Ensure our students have adequate nutrition to be able to learn
- Ensure our buildings are clean, fully operational, and ready to provide learning experiences for our students



Core Belief - Vendor Partnerships

Creating, nurturing and developing mutually beneficial relationships with vendor partners and their employees will improve the effectiveness of school operations.

Vendors vs. Partners

Shifting from transactional and tactical vendor relationships to strategic and purposeful partnerships provides tangible business benefits including:

- Mission and vision alignment
- Improved communications
- Improved effectiveness of service delivery
- Reduced adjustment and recovery time
- Greater service accuracy
- Lower attrition of key employees

PEO Anticipated Meeting Structure

- Daily/Weekly during transition
- Weekly
 - May have both weekly and Monthly - with different attendees
- Quarterly: high level with additional people to discuss larger/longer term strategies/issues

REQUIRED SUPPORT

UNIQUE TO FIRSTLINE SCHOOLS

- Recognition of daily schedule and academic calendar and how to properly support teachers and other school-based staff
- Need for simple, user-friendly self-service tools and systems
- Dedicated support for high-volume onboarding in advance of academic school year (100-200 new hires, depending on the year)
- Ability to support frequent and time-sensitive data/reporting requirements for internal and external use - including reporting to state and federal entities

RFP DETAILS - IMPORTANT NOTES

After this meeting, everyone that signed in to the sign-in sheet will receive an invitation to a google folder including the following files:

- 2018-2019 Benefits Guide
- Rate Sheet
- Medical Summary Plan Description
- Past year Loss Utilization Report
- Current Census Data

You should download these files for your use but you may not share them. We require that you maintain the confidentiality of non-public information including but not limited to: employee census data and workers' compensation history.



RFP DETAILS - IMPORTANT NOTES

- While we currently have a variety of systems, we would prefer to use one integrated software platform if possible.
- This is a public RFP as we are funded via public money. Every part of this process is subject to public records requests.
- We will be posting the sign-in sheet and this presentation on our website.



FIRSTLINE RFP SCORING RUBRIC INFO

- The evaluation rubric can be found on Page 9 of the RFP - please review it carefully.
- If you do not submit documents for one of the sections, you will receive a “0” on that section.
- For the Orleans Parish and DBE sections, if neither apply to your business, you will receive a “0” in that section, but will not be disqualified.
- When we ask for references, we want contact information for clients you now serve (preferably similar to FirstLine), not letters of reference.



QUESTIONS & ANSWERS

- Send all questions (in writing) to rcain@firstlineschools.org
- When updates are made to the Q&A document, an email will be sent to everyone that attended the pre-bid meeting (please ensure you have all signed in and included your email address).
- Answers are shared via a document posted to the RFP page of our website
- Questions are due **by 3pm CT on Friday, November 16, 2018.** Anything that arrives after this date/time will not be addressed. (Note that RFP states Tuesday, November 16 - the correct date IS November 16.)
- **Questions will be answered by 9am CT on Wednesday, November 21, 2018.**



PROPOSAL SUBMISSION

- Proposals are due by 3pm CT on Monday, November 26, 2018
- If you are late (even by 1-5 minutes), we will NOT accept your proposal. There are no exceptions.
- Be sure to complete the checklist and ensure you have all required documents as part of your submission.



QUESTIONS?

