

## Resilient Schools Support Program (RSSP) Data Fellow Cohort Facilitator Request for Qualifications

### Background

Effectively addressing COVID-related unfinished learning will require data-driven prioritization of research-based learning acceleration strategies, intentional and multi-year strategic planning, and ongoing continuous improvement through implementation. The Resilient Schools Support Program, as part of the Texas COVID Learning Acceleration Supports (TCLAS), will provide district leadership with the expert technical assistance needed to effectively performance-manage district-wide learning acceleration.

Districts participating in the RSSP can also receive a direct grant to fund a full-time Data Fellow to support the build-out of data systems, structures, and protocols that support the performance management and continuous improvement of their RSSP supported COVID Recovery and Learning Acceleration Strategic Plan.

The Texas Education Agency (TEA) is conducting an emergency procurement to secure a vendor(s) to design, implement, and monitor the professional learning and development of the RSSP Data Fellows through the RSSP Data Fellow Professional Learning Cohort. This professional learning support includes building the capacity of Data Fellows to produce and execute the data tools, systems, and protocols needed to support their district's performance management and continuous improvement of their COVID Recovery and Learning Acceleration Strategic Plan in school years 2022-2023 and 2023-2024 (with the cohort launching in spring 2022).

### Program Description

The technical assistance providers will support each Data Fellow in the cohort to accomplish the following objectives:

1. Utilize research-based best practices for data-driven strategic planning, performance management, and continuous improvement
2. Support the district's RSSP Learning Acceleration task force in the development of its strategic district-wide learning acceleration plan
3. Create data structures, systems, protocols, and tools to support the ongoing measurement of the district's RSSP COVID Recovery and Learning Acceleration Plan

Additional information regarding RSSP and the RSSP Data Fellow Cohort was shared with districts across Texas as part of Decision 1a and 1b on [TEA's TCLAS Webpage](#).

### Program Deliverables and Milestones

#### Anticipated program milestones:

- Pre-Launch: Planning and Materials Development (Sept-Oct 2021)
- Part 1: Hiring and Onboarding Supports (Nov-Dec 2021)
- Part 2: Building Measurement Plan and Metrics for Success (Jan-April 2022)
- Part 3: Developing Tools, Systems, and Protocols (May-Aug 2022)
- Part 4: Continuous Improvement and Sustainability of Tools, Systems, and Protocols (Aug 2022-June 2023)

#### The selected vendor(s) in consultation with TEA's RSSP team will:

- **Design and facilitate approximately 1-3 Data Fellow Professional Learning Cohort Sessions per month starting in January 2022 through the duration of the cohort**
  - For each session(s) create and facilitate:

- Session Presentation (i.e., google slides, PowerPoint deck)
  - Participant Resources Materials (i.e., workbook, handouts, exemplars)
  - Breakout, Collaboration Spaces (i.e., comparable district groups)
- **Send pre- and post-session communications that include a preview of relevant material, helpful links, and any preparation or guidance for participants**
- **Develop and maintain a “Data Fellow Hub” that houses key resources and session material in one user-friendly location**
- **Prepare and facilitate approximately 4-10 Data Fellow Office Hours per month starting in January 2022 through the duration of the cohort**
  - For each Office Hour(s) create and facilitate:
    - Differentiated support based on Data Fellow need, collected, and planned for in advance through surveys
    - Structured agenda that allows space for consultation and collaboration
  - Breakout, Collaboration Spaces (i.e., role alike groups)
- **Create or source replicable resources and tools needed to measure the effectiveness of learning acceleration strategies as part of a district’s strategic plan, including but not limited to:**
  - Measurement Plan:
    - Yearlong metrics and data collection plan
    - Improvement cycle metrics and data collection plan
  - Prototypes:
    - Data trackers
    - Data dashboard
    - Data protocols
  - Note: Prototypes / exemplars noted above should either be 1) Representative of a minimum of 3 commonly used data platforms or 2) Accompanied by resources/supports to implement in other commonly used data platforms
- **Organize and develop Data Fellow sourcing and hiring resources for district use:**
  - Job descriptions, onboarding plans, pre-work
  - Sourcing and identifying appropriate potential staff
- **Participate in the design and planning cadence for each Professional Learning Cohort session and Office Hours in collaboration with TEA’s RSSP Team:**
  - **Project Kickoff Meeting**
    - Discuss proposed scope and sequence, session(s) dates and times, and logistics
    - Determine ongoing meeting cadence (i.e., weekly meetings)
  - **Prior to Individual Session(s)**
    - Meeting #1 – align on session objectives and strategies; review registered participant list (as provided by RSSP team)
    - Meeting #2 – review and provide feedback on rough draft presentation and participant materials, confirm collaborative breakout spaces
    - Asynchronously- provide final draft of presentation and other materials before session
  - **Following Individual Session(s)**
    - Meeting – review participant survey data (as provided by RSSP team) and feedback to inform next session (can be embedded into meetings above as able)

**Support Terms and Options to Extend**

- Districts have the option to apply for one or two school years of the RSSP Data Fellow grant
  - SY2022-2023
  - SY2022-2023 and SY 2023-2024
  - SY2023-2024
- The term of any contract resulting from this RFQ shall be from contract award through June 2023. TEA, at its own discretion, may extend any contract awarded pursuant to this RFQ for up to one additional year under the same or different terms subject to appropriation funds by the emergency funding for this program

### **Program Requirements**

The approved technical assistance provider will design and facilitate professional learning cohort sessions that are:

#### **See It, Name It, Do It Format**

- Provide an example, video, or model the strategy, name the components of the strategy, and allow participants an opportunity to do or plan for the strategy in their specific context
- Include applicable examples and exemplars, when possible, from the Texas specific context

#### **Engaging, Collaborative Delivery Style**

- Multiple facilitators to manage an active chat box, solicit participant input and ideas, assist in questions
- Opportunities for participants to engage with each other through chat box, break out groups, collaboration, etc.

#### **Turnkey Session Materials**

- All materials relating to the learning opportunity (resources, presentation, recording, etc.) must be available for participants to utilize at their own district or campus
- All associated tools and materials are in alignment to session objectives as well as the campus and district audience

#### **Embed Differentiated Support for Planning for Implementation**

- Provide supportive structures within session for participants to plan for implementation based on their own context

#### **Adhere to all Accessibility Requirements as set by TEA**

- Including but not limited to printed materials and facilitation logistics. Example policies and practices can be found in [Document Accessibility Checklist](#)

#### **All technical assistance providers who are selected will:**

- Attend virtually all onboarding and training prior to program launch and as the RSSP requires throughout the program duration
- Attend virtually alongside Data Fellows the launch webinar and quarterly step-backs
- Participate in bi-weekly check-ins with the RSSP team to discuss specific updates towards milestones, deliverables, and fellow support
- Build an increased understanding and provide ongoing coherence and alignment to other related programs and initiatives (i.e., RSSP, Effective Schools Framework, COVID Recovery Instructional

Materials Support Initiative, tutoring, Additional Day School Year, Math Innovation Zones, Texas Instructional Leadership, Teacher Incentive Allotment, School Improvement, Lone Star Governance)

- Collect, disaggregate, and provide visualizations of data from Data Fellows to support data-driven professional learning opportunities and support
- Engage with the data fellow(s) from a district with varying backgrounds, experiences, and access to resources
- Abide by any district determined data sharing and privacy agreements

### **Qualifications Submission Requirements**

Responding technical assistance providers will be evaluated based on their submitted qualifications as outlined below. There may be an interview as part of the scoring and selection process.

To be considered, submit your organization's qualifications in response to this RFQ, covering all topics below in the order they are listed. Requested attachments can either be linked into the submission or submitted as a separate attachment with the submission:

- **Texas Specific Experience and Knowledge**
  - Please describe your firm's understanding and relevant experience of the following:
    - Texas COVID Learning Acceleration Supports (TCLAS)
    - Resilient Schools Support Program (RSSP)
    - Texas Education Knowledge Standards (TEKS)
    - STAAR (assessments and scoring levels)
    - Formative, Summative, and Benchmark Assessments (purpose and usage)
  - Names of Texas districts (ISDs, CISDs, or charters) that your firm has previously worked with and in what capacity your firm supported them
- **Learning Acceleration Measurement**
  - What does your firm believe is the best way to measure learning acceleration at a district and campus level?
  - How can data-driven performance management and continuous improvement support equitable practices at a district?
  - What key enablers and supporting systems need to be in place for a district to effectively measure their learning acceleration?
  - What sorts of data protocol and practices should districts adopt to best measure, manage, and continuously improve outcomes as a result of their prioritized learning acceleration strategies?
  - How is your firm best positioned to support Data Fellows from multiple, diverse districts across the state through a professional learning cohort to lead their district in setting up and implementing learning acceleration measurement?
  - Envision an effectively trained and onboarded Data Fellow who is now an integral member of a districts' Learning Acceleration Task Force driving learning acceleration. What actions are they taking on a week-to-week basis to add value and move the district team forward? What does success look like for a Data Fellow in this position?
- **Expertise and Experience**
  - Please describe and provide any supporting evidence of your firm's expertise and previous experience supporting districts with the following:
    - Data-driven Continuous improvement cycles
    - Data Systems such as Tableau, Excel, PowerBI, Google Suite
    - Building, implementation, and refinement of the following:
      - Data systems, structures, and protocols

- Data trackers and dashboards
      - Strategic planning
      - Program evaluation and management
  - Please describe and provide supporting evidence of your firm’s expertise and previous experience with professional learning and development:
    - Designing and facilitating professional learning
    - Measuring effectiveness and implementation fidelity of professional learning
    - “Trainer of Trainer” – style capacity building
  - Please submit the following artifacts (i.e., documents, slides) in your submission:
    - Measurement plan your team has created with a district leadership team
    - Dashboard your team has actively built for district leadership teams
    - Data Protocol resource your team has utilized with district leadership teams
    - Professional Learning Scope and Sequence your team has created
    - Professional Learning Presentation deck your team has facilitated
- **Team**
  - Names, roles, and qualifications of the staff members who will direct and be assigned to the project throughout the duration (qualifications can be short paragraph form of relevant experience or submitted resumes)
- **Capacity, Team Structure for Support, and Budget**
  - A statement of how many Data Fellows your firm can responsibly support in a cohort for professional learning
  - Overall budget that also includes:
    - Team roles, responsibilities, and percentage of monthly time they will dedicate to project (i.e., organizational chart of those who would be supporting RSSP Data Fellows PLC and in what capacity)
    - Other relevant costs

Submissions will be accepted through August 27, 2021, at 5:00 PM CST. In addition to your submission of the criteria above, your firm must review and submit the attached TEA Contract Terms, Conditions and Affirmations Document, redline any exceptions you may have directly on it, and sign the document itself to acknowledge that you have reviewed and highlighted exceptions.

Please email your submission and signed acknowledgements to [rssp@tea.texas.gov](mailto:rssp@tea.texas.gov).

The RSSP Program team will collect submitted questions regarding this RFQ on a rolling basis from technical assistance providers and release a FAQ document to points of contact on the following dates. Any questions regarding this RFQ will not be discussed or answered outside of this FAQ process and timeline. You can submit questions to [rssp@tea.texas.gov](mailto:rssp@tea.texas.gov).

- FAQ #1 Released – August 9, 2021
- FAQ #2 Released – August 20, 2021

Due to the highly fluid nature of the 2022-2023 and 2023-2024 school years, TEA reserves the right to modify the anticipated timeline and nature of RSSP Data Fellow Cohort program and support for districts.