

**SCHOOL BOARD  
FINANCE SUMMARY FORM**

*The purpose of the document is to present the Providence School Board and Finance Committee with the necessary information to make data-informed decisions about the district's spending as it pertains to contracts.*

**Instructions:**

1. Please complete this form as fully and accurately as possible according to the guidance provided in each section.
  - a. The form must be completed if:
    - i. the total of the purchase or contract exceeds \$200,000
    - ii. the contract is for a term of more than one year
    - iii. the purchase or contract was NOT the result of formal competitive bidding or cooperative purchasing (i.e. it is a sole source purchase)
2. Once this form has been completed, send a copy to the Director of Purchasing and the Board Services Team. They will notify you of the next Finance Committee meeting and host a contract presentation review prior. Finance Committee typically meets the second Wednesday of the month. Only purchases/contracts that have already been reviewed and approved by the Superintendent will be scheduled before the Finance Committee.

**Vendor Name:** Engage! Learning, LLC. dba engage2learn

**Amount:** \$Not to exceed \$500,000

**Source of Funds and Fiscal Year:**      District-Based    School-Based

**Check box for fiscal year:**              FY22    FY23    FY24

**Purchase or Contract:**                  Purchase    Contract

**Length of Contract (list start date and end date):** October 1st 2022- June 30th 2023

**PPSD Contact Name:** Nelia Fontes, Jennifer Efflandt

**Contract Type:**      New                      Renewal                      Extension                      Amendment

**Staff Recommendation:**

It is recommended that the Providence School Board approve a contract/purchase with

Engage! Learning, LLC. dba engage2learn (vendor name) for Bilingual/Dual Language Coaching/ PD (type of services)

amounting in \$Not to exceed 500,000 (total amount in dollars) for \_\_\_\_\_

D'Abate, Sackett, Fortes/Lima, Lauro, Spaziano, Leviton, Stuart (school name(s)). If

approved, the contract will begin October 1st, 2022 (date) and end June 30th, 2023 (date), approximately.

**Justification of Spending:**

*Provide 5-7 points that support the recommendation as to why funds should be spent this way.*

*Use the prompts to help guide your response.*

- a. *How is this connected to the Turnaround Action Plan/ aligned to the district's vision?*
- b. *Why does the district need this purchase?*
- c. *Why is the dollar amount requested the necessary amount?*
- d. *What are the implications of not spending this money?*

Engage2Learn will provide coaching, professional development and support with the development of Bilingual (spanish) instructional resources for approximately 75 Bilingual and Dual Language teachers. This contract supportsPPSD's TAP initiative to: Increase the number of students served by bilingual/dual language programs from 1,095 to 2,190 by SY 23-24, and in alignment with RIDE's Strategic PPlan Goal 6 to expand opportunities for MLLs in bilingual/DL Programs.

The District offers Developmental Bilingual and Two Way Dual Language Programs in grades K-7. There are approximately 1,100 students currently enrolled in Bil/ Dual Language programs this year and 75 teachers who teach in a Bilingual or Dua Language classroom setting. It is the District's goal to expand Dual Language programs in an effort to continue building students' multilingualism, multiliteracy, academic success, and multicultural competency. With our expansion, there is a need for additional professional development, coaching, and bilingual (spanish) curricular development. Engage2Learn will support the district with initiatives that will lead to higher quality Bilingual and Dual Language Instruction aligned to research based practices, including but not limited to the Guiding Principles of Dual Language Education, WIDA Standards, SLA standards, and CCSS, and the RIDE's Blueprint for Multilingual Success.

### **Justification of Vendor Selection**

*Provide 3-5 bullet points that support the recommendation as to how this vendor was selected. You may attach any documents with additional data on their performance (please note below that this information is attached).*

*Use the below prompts to help guide your response.*

- a. *Provide a 3-5 sentence summary of the vendor (can cut and paste contract Executive Summary) about who they are and what they do.*
- b. *What was the procurement process for selecting the vendor?*
  - i. *Which PPSD staff members were involved in that procurement process?*
- c. *If this is a returning vendor:*
  - i. *Share a summary of our experience with this vendor.*

The district received 3 bids for the Dual Language K-8 Professional Learning and Coaching Partner(s) RFP. All proposals were reviewed by a Technical Review Committee composed of staff from the Providence Public Schools District (PPSD). The proposals that received a minimum of 75 out of a maximum of 100 technical points were considered. Engage2Learn earned 91.3/100 points.

Engage2Learn is capable of providing 1:1 coaching to approximately 75 Bilingual/ Dual Language teachers assigned to grades K-7; provide evidence based, personalized coaching and learning plans on Bilingual/Dual Language education, instruction, and research best practices.

Engage2Learn is also capable of providing virtual and in person training on Bilingual/ Dual Language Education Theory and Practice, the Guiding Principles of Dual Language, WIDA and Spanish Language Arts Standards, Teaching for Biliteracy (Bilingual Literacy, Bridging, Translanguaging) and Tandem Teaching. Additionally, Engage2learn is capable of supporting the district with the development of bilingual (spanish) instructional resources.

### **Accountability Measures**

*In 3-5 bullet points, describe the accountability measures that will ensure that the vendor meets all requirements set forth in the contract and that the district is able to maintain a record of the quality of the services. These need to be performance-based in nature. Every contract should include explicit language requiring vendor accountability, i.e. required program evaluation or the submission of a final report summarizing progress against each itemized deliverable. **Note: if this contract is a purchase agreement, you can skip this section.***

*Use the below questions to guide your response.*

- a. *Which PPSD staff member will serve as the lead for tracking accountability and performance metrics?*
- b. *What accountability measures have you agreed upon in your contract (can copy and paste from draft contract)?*
- c. *How is this purchase tied to overall student achievement (refer to TAP specific goals if possible)?*

