

RFQ #032921LP Digital Pedagogy Questions and Answers

1. Will electronic signatures (via DocuSign) be acceptable on any forms requiring a signature?
A. *Yes*
2. Is there a specified budget for this project?
A. *Cost will be negotiated with the successful recommended vendor.*
3. Does the district have specific pricing terms/guidelines or a desired price proposal format they'd like vendors to adhere to?
A. *The intent of the proposal is to build capacity across the district for digital pedagogy. In that vein, all proposals should provide a multi-year strategy that phases the vendor services out of the contract over a three-year period as capacity is established.*
4. Does the district have any desired preferences in terms of on-site vs. virtual delivery of blended learning professional development?
A. *We desire a combination of on-site and virtual delivery.*
5. Is the district seeking low, medium, or high touch professional learning services?
A. *All of the above. Preferred models include a high touch for a cadre of digital ambassadors and instructional coaches for a long-term train the trainer model. However, to accelerate capacity and systemic change, proposals should also include high-volume training for classroom teachers, school and district leaders.*
6. Does the district have dedicated/pre-determined in-service professional development days? If so, how will this work be integrated into that predetermined time? If not, where will this work fit in the school calendar?
A. *The calendar for next school year has not been finalized, however, there are typically 2-3 dedicated PD days during the school year, and 1-2 before the start of the school year. It is not expected that all professional learning will occur during these days, there will also be opportunities after the school day and asynchronous opportunities for teachers/leaders to complete on their own time.*
7. Does the district have a designated virtual learning platform? Does the district have a preferred video conferencing tool? (Google Meet, Microsoft Teams, Zoom?)
A. *Teams*
8. Can you please confirm that unaudited financial statements will be acceptable?
A. *Yes*

Section: Support Districtwide Rollout of Blended learning through content development

9. How many Leaders total?
A. *165 school leaders*
10. What leadership level is this audience?
A. *The July dates are for school leaders*
11. How many leaders per level?
A. *165 school leaders, 195 assistant and vice principals*

12. How many teachers?
A. *There are approximately 6,500.*
13. How many leaders per session?
A. *We expect options to this question to be part of the suggested scope*
14. How many teachers per session?
A. *We expect options to this question to be part of the suggested scope*
15. Is participation mandatory?
A. *Yes*
16. Will all district leaders participate in the July sessions, or do you expect this to be a multi-year cohort?
A. *We expect this to be multi-year, but all leaders will participate in July sessions.*
17. According to the district website, in 2019-2020, there were 6,500 teachers in SCS. Is this number current? If not, can you please provide the current number?
A. *6,500 is an accurate estimate.*
18. What is the training format? Conference style, rounds of 8, breakout rooms, etc.?
A. *All of the above.*
19. Is audio/visual equipment provided for training sessions?
A. *Typically, yes. Though facilitators must bring their own dongles and request technical support in advance.*
20. How many days are you expecting the July and August trainings to take to ensure each leader and teacher has received their 6 hours?
A. *Sessions will likely occur on established district professional learning days. 1-2 days for leaders, 1-2 days for teachers.*
21. Who is the Audience?
A. *The July dates are for school leaders*
22. Are instructional coaches included?
A. *The July dates are for school leaders, sessions for instructional coaches should be part of the larger scope.*
23. Are teacher leads included in these sessions?
A. *The July dates are for school leaders, sessions for instructional coaches should be part of the larger scope.*
24. How many participants per leadership level?
A. *Central Staff: 100-200*
B. *Principals: 165*
C. *Assistant Principals: 195 vice principals and assistant principals*
D. *Instructional Coaches: 100-150*
E. *Instructional Technology Coaches: 20*
F. *Teachers: 6,500*
25. Is there a budget for this RFQ?
A. *Cost will be negotiated with the successful recommended vendor.*

26. Who is the OPR?
A. Racheal Addison, Director Professional Learning

27. What is the funding code?
A. Has not been determined

TAB G

28. Can you confirm that this is referring to the required copy of the response that is to be submitted on the USB, or is there another expectation for this tab?
A. *USB Drive*

Technical Requirements

29. Is this access by SCS to our software offered, or for the implementation support resources listed in the Curate implementation Support Resources section?
A. *Implementation support resources listed in the Curate implementation Support Resources section.*

30. What are the approved web development technologies?
A. *Inhouse app development is .net*

31. Is the content created expected to be in the form of an online course, or can it be in other forms of digital publication?
A. *Online*

32. Has SCS adopted a specific platform/mobile app that courses must be compatible with?
A. *Microsoft and Canvas*

33. Can you provide a list of vendor partners and examples of API's that need embedded?
A. *This information will be shared with the awarded vendor due to security.*

34. Is the expectation to provide training and coaching for all four models of blended learning (rotation model, flex model, al la carte model, enriched virtual model)?
A. *The focus will initially be on rotation model, but the long-term scope should include all models.*

Develop Three-Year Professional Learning Plan

35. Can you share examples of expectations for internal measures of success?
A. *We do not have measures of success for this work to share.*

36. Will Shelby County Schools allow a customization of an existing tool that will monitor the progress of standards-aligned blended learning instruction?
A. *Yes*

37. To ensure sustainability independent of our work, we coach principals and executives, instructional coaches, instructional technology coaches, and teachers throughout the course of the year; how many of each do you expect to train and coach in year 1? Year 2? Year 3?
A. *Support is for all stakeholders as aligned to the larger professional learning scope.*

38. Does SCS have a preferred instructional framework or model?
A. *Gradual Release Framework*

39. What is your device ratio by grade band?

A. 1:1

40. What devices are used by grade band?

A. K-8 - Microsoft SurfaceGo, PreK-2 do not have keyboards, 3-8 have tablets with keyboards, 9-12 HP Probooks

41. How many instructional coaches are there in SCS? What is the reporting structure (org chart) for coaches?

A. See district org chart.

42. How many instructional technology coaches are there in SCS? What is the reporting structure (org chart) for instructional technology coaches?

A. See district org chart.

43. Which organizational chart would be best to utilize to identify the target audience for the professional learning plan?

A. See district org chart.

44. Does SCS have a preferred coaching model?

A. We do not have a preferred coaching model.

45. What is the role of the librarian in CPS? Will they be included in professional learning?

A. This does not apply

Special Terms & Conditions Section

46. Is there a separate form to be submitted with pricing (proposal sheet), or are we to submit pricing in whatever manner best fits our services?

A. The RFQ is based on Qualifications, pricing is negotiated after a vendor is selected based on their qualifications.

47. In which section of the RFQ should pricing be provided, or will this be a separate attachment?

A. Please reference #46.

48. If no separate pricing form, do you have a preference of format, i.e. excel, pdf?

A. Please reference #46.