



DATE: June 6, 2014

TO: All Offerers

FROM: Gaurang P. Pathak  
 Manager of Financial Services/Internal Control

SUBJECT: ADDENDUM TO RFP - CONTRACT NO. CHR1416-ALTCRDTPRGM

**RFP for Alternative Secondary and Non-Traditional Credit Recovery Program**

**ADDENDUM #1 Questions & Answers**

<b>Questions</b>	<b>Answers</b>
1. Will the Twilight Program and the Day Program be housed in the same location?	The Twilight Program and the Day Program will be housed in the same location.
2. Will all 80-100 day students receive services in the same district provided location?	All students will receive services in the same district provided location. The 100 number is the total number to be served at any one time inclusive of the 80 day and 20 Twilight students.
<p>3. Can you expand on the “after-school hybrid high school credit recovery program”?</p> <p>Will the vendor be required to use Discovery Learning, APEX or Compass Learning, or does the school district have the on-line programming?</p> <p>How many hours will this program be expected to operate?</p>	<p>The “after-school hybrid high school credit recovery program” is designed for high school students who do not work well in the day program or want to attend the night “Twilight Program” to earn their credits online. This program is considered a hybrid program because the expectation is that teachers are available for the evening program, so as to provide students the assistance they needed from a blended learning standpoint or from the online learning prospective.</p> <p>The school district has its own on-line program that should be used with the students.</p> <p>The Twilight Program should operate at least three (3) hours, no more than four (4).</p>
4. Will the vendor be required to provide curriculum; including books and computer based software?	The Christina School District will provide curriculum including textbooks and computer based software. However, it is expected that the vendor will provide

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	supplemental curriculum materials as needed.
<p>5. Will the district provide student furniture, computers, SMART boards?</p> <p>If the district is providing computers, please share the total number of student computers available?</p>	The district will provide student furniture, computers, and other technological SMART boards as it deems necessary. At this time there are approximately 40 to 50 computers available.
<p>6. The vendor understands that counseling services must be provided, will the district provide speech and language, OT and PT as specified in student plans?</p>	The district will provide speech and language, OT and PT as specified in student plans.
<p>7. Is there a specific break down of projected enrollment by grade level?</p>	There is no specific break down of projected enrollment. The program will serve the needs of students in the district who are typically in grades 6 to 12.
<p>8. Is there an anticipated budget for this service? If so can this be shared?</p>	The district is not providing a budget for the service. Each vendor is requested to submit a budget for their services.
<p>9. Is this program currently in operation within the district?</p>	The program is currently in operation being staffed by district employees. This will end as of end of school in June.
<p>10. Will vendor have access to office equipment such as copier, fax, telephones, computers, printers?</p>	The vendor will have access to office equipment including copier, fax, telephones, computers and printers.
<p>11. How many rooms will be available in the space within the building – such as classrooms, counseling room, conference room? Will there be access to a gym area?</p>	The program will be housed in the Douglass School, a Christina School District property. There are eleven classrooms, and various area for office space and a computer lab. There is space for a library, gym and cafeteria within the building. The entire building will be used for this program.
<p>12. Text of passage being questioned “Transition services” Question – How will the length of stay for each student be determined?</p>	The length of stay for students, except for expulsions, is determined by the Supervisor of School Discipline and her committee. The length of stay for students expelled is determined by the Christina School Board. Some students may be sent to the setting for support services, meaning no infractions for alternative placement and/or expulsions are present. These students will be placed by the Director of Special Education and the Supervisor of School Discipline for support services in a smaller learning environment based on their IEP or Behavior Plan.
<p>13. Is this program currently in service, and if yes, who is the current vendor?</p>	The program has been operating through the Christina School District with district staff employees. This is the first year the district is seeking an outside vendor to operate the

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	program.
14. Can the district estimate the breakdown of middle school and high school students? Can we assume that all of the evening students will be high school level students?	The district estimates a 70% high school population, inclusive of twilight, to 30% middle school population. All twilight students are high school students. These percentages do fluctuate through the school year based on expulsions, Alternative Placements, and Support Placements.
15. Will the district be providing textbooks that match current curricular standards?  Will technology (computers, software, etc.) be provided in the classrooms?	The district will provide curriculum materials, including textbooks that are being utilized in the traditional school settings. It is expected that the vendor will ensure that students are being held accountable to the current curricular standards. Technology, computers, software, etc. will be provided in the classrooms.
16. Will the program be co-located with another district program/school or be housed in a free standing location?	The program will be house in the Douglass School and will be the only program in the building.
17. Approximately what percentage of the students who will be referred to the alternative education program will be considered "Special Education and possess IEPs?  Will the district be providing collaborative consultation/support for students with IEPs?	It is estimated that 20 to 25% of the students referred to the program for AP, expulsion or support placement will be Special Education students who possess IEPs. The district will provide collaborative consultation/support for students with IEPs. However, it is the district's expectation that the vendor will employ staff with special education certification and background.
18. Does the district have a specific credit recovery program if wishes for the provider to use? If so, what is the name of the program?	The district does use a specific credit recovery program that the provider will be expected to use. At this time Edmentum is the provider, but that is subject to change.
19. Is this a new program or management of an existing program?	While the district has previous had an in district Alternative Education Program, it is expected that the Vendor, in collaboration with the Supervisor of School Discipline and the Director of Special Education, will provide oversight and management of a newly designed program.
20. Are the students expected to attend on short-term or long-term placements? Is there an average length of assignment?	See Question 12.
21. Will all students be assigned or will recruitment of students for the twilight program allowed/required?	All students will be assigned to the twilight program. Recruitment of students will not be allowed or required.
22. Is there a limit to the size of the program? If recruitment of un-enrolled students is allowed, is there a cap for recruitment of	It is expected that the numbers of student will fall within the 80 to 100 students advertised in the RFP. Recruitment of

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students?	students will not be allowed.
23. What is the capacity of the facility? Is 80 students the maximum for the site?	The maximum capacity of the facility is 150 to 200 students. However, it is anticipated the population will remain within the 80 to 100 student seats noted in the RFP.