

JUNE 16, 2016

TO: ALL OFFERRS

FROM: ASHLEY Q. GISKA
ASSISTANT SUPERINTENDENT, LAUREL SCHOOL DISTRICT

SUBJECT: ADDENDUM TO RFP - LSD16001-TEACHERQUAL, LAUREL MIDDLE SCHOOL
PRIORITY ZONE: STAFF AND ADMINISTRATION DEVELOPMENT SERVICES

ADDENDUM #02 – QUESTIONS AND ANSWERS

QUESTION	ANSWER
1. I am requesting a copy of the Laurel Middle School priority school plan for success that is noted in [...] Section II.A paragraph 2 on page 2.	A copy of the Laurel Middle School Priority School Plan for Success can be emailed, per request, by contacting Ashley Q. Giska via ashley.giska@laurel.k12.de.us
2. Section II.B.1 on page 2, Section II.B.3, II.B.4 on page 3, and Section II.B.5, II.B.7 on page 4, all speak to “Monthly delivery of focused professional development...” What is the format and structure for these monthly sessions? More specifically, are they discrete or integrated sessions, what is the time allocation per session, and are there any substitute costs that need to be built in?	The vision of the Laurel Middle School administration is to use the additional coaching during the PLC for each grade level and it can also be in the form of coaching during lessons as well. PLC time and class time is 82 minutes and PLCs meet every other day. There are eight scheduled professional development days during the 2016-2017SY that middle school teachers could be pulled to attend focused professional development sessions.
3. Section # IV B 2. Proposals, Page # 9 indicates a due date of 6/24 but elsewhere the RFP indicates a due date of 6/30. Which is correct?	6/30/2016
4. Given the extensive nature of the work within the required scope, is there a cost ceiling that the district expects to use? Can vendors bid on portions of the work and not the full scope depending on cost expectations?	There is a cost ceiling and this RFP is only for Year 1 allocations for funding the Priority Zone. There is a large amount of work that needs to be accomplished and many of these same foci may be listed in a year 2 RFP, or agreed upon for continuance with our chosen vendor. Vendors may bid on portions of the scope of work.
5. What is the current availability of teachers for additional time for professional development? What is the contractual requirement by a union or otherwise for teachers that might limit a vendor in being	Teachers have one full PD day per month, collaborative planning every other day and some funding has been allocated for after-school sessions on curriculum development every Wednesday. There is an MOU with the local LEA that eliminates any points of

<p>able to carry out work with teachers? What is the current staffing structure in the school? Are there instructional team leaders of any type?</p>	<p>contention that we were able to foresee in favor of successfully moving LMS out of priority zone status. The school is staffed from grades 5-8 in a grade level team model with core content area teachers, electives/specials, preliminary CTE pathway teacher, fine arts teachers, a student liaison coordinator, guidance counselor, dean of students, assistant principal and principal. There is content area and grade level leadership in place.</p>
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All other terms and conditions remain the same.

If you have any questions, please contact Ashley Giska at 302-875-6100, EXT 207, ashley.giska@laurel.k12.de.us.