



**Framingham Public Schools**  
**Robert A. Tremblay, Ed.D., Superintendent of Schools**

**Office of Equity, Diversity and Community Development**  
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## **Request for Quotes - Equity Audit**

***Draft: June 24, 2019***

### **Project Background**

Framingham Public Schools (FPS), located in Framingham, Massachusetts is a multicultural, multi-ethnic school district serving over 9,100 students. Our mission is to educate each student to learn and live productively as a critically thinking, responsible citizen in a multicultural, democratic society by providing academically challenging instructional programs taught by highly qualified and diverse staff and supported by comprehensive services in partnership with our entire community.

In the spring of 2018 the Framingham Public Schools School Committee, championed by the work of the Racial Equity Sub-Committee and the advocacy of Families For Racial Equity in Education (FFREE), voted to hire an external consultant to conduct a racial equity audit of the district. Framingham is aware of the assets of diversity and strives to be a more equitable system; we are aware of disparities in academic achievement, discipline, and out of school suspensions. Additionally, the FPS district continues to work toward increasing and sustaining staff diversity. As a district, we believe in inclusion and equity. The purpose of this audit is to understand more clearly, our assets and challenges, the drivers behind the gaps in student opportunity and achievement in an effort to identify and adopt evidence-informed practices, build upon our strengths, and align resources to meet the needs of our diverse student body.

### **Scope of Work**

FPS is looking for an experienced professional who has worked with public education institutions and/or public sector systems to assess student access to high-quality programs, high-quality teaching, hiring practices, just discipline procedures, and equitable resources in the interest of providing a root cause analysis of avenues to achievement for our diverse population. This individual should be fluent in critical pedagogy with a history of coalition building and a commitment to social justice. The contractor will conduct a thorough review of multiple domains across the district pre-K to 12. Once the material is collected and analyzed, the contractor will prepare a detailed report. The district recognizes that this is an iterative process and values being in communication as the audit unfolds.

## Deliverables

- Conduct limited focus groups with students, families, teachers, principals, central office staff and specified community partners and provide a detailed report on common themes that emerge.
- Review targeted interventions and supports for academic, social-emotional and behavioral needs. Identify strengths, challenges, opportunities, and effectiveness.
- Review the implementation of policies as outlined in the School Committee Policy, FPS Employee Handbook and the Student Handbook. Submit evidence-informed recommendations.
- Assess the budget development process to ensure equity across the district and provide evidence-informed recommendations.
- Provide a brief overview of evidence-informed practice on equity-based educational culture with a focus on strategies and practices that promote equity in school settings. Identify best practices and submit recommendations.
- Assess the FPS leadership team's current activities to address equity. Review professional development offerings related to equity, diversity and creating schools free of bias, prejudice, and discrimination. Make evidence-informed recommendations for improving programs to support staff development.
- Work with district data team using existing data to identify assets and challenges from among the identified areas of focus (e.g., student academic performance, course enrollment, discipline, achievement, attendance, social-emotional supports, dropout and graduation rates, involvement in extracurricular activities, special education and English Learner classifications).
- Review current efforts to recruit and retain diverse staff (staff of color, immigrant staff, LGBTQ+ staff, staff with a (dis)ability, etc.). Provide evidence-informed recommendations on how to improve staff recruitment and strategies on how to support a diverse workforce by creating a welcoming, bias-free work environment.
- Review the curriculum to ensure it is intersectional and inclusive of all aspects of our diverse community. Provide evidence-informed recommendations on how to increase representation within the curriculum. Recommend supports to increase student representation in classes or programming.

## **Auditor Solicitation**

FPS will solicit quotes beginning on July 22, 2019, until 5:00 pm ET, on August 15, 2019. All price quotes will be reviewed by the Office of the Superintendent of School, Racial Equity Sub-Committee, Office of Finance & Operations, Office of Equity, Diversity, and Community Development and the contract awarded to the lowest bidder who meets the requirements (see *Auditor Requirements*).

## **Auditor Requirements**

- Residence in Massachusetts and general knowledge of Massachusetts policies.
- A work plan and timeline describing methodologies, approaches, and roles and responsibilities for how and when the work will be accomplished
- Detailed Budget
- Experience providing consulting services, including audits or assessments related to racial equity/diversity/inclusion/cultural responsiveness
- Experience and philosophy regarding your work as part of a multicultural/multiracial team
- Relevant experience in the education/nonprofit and philanthropic sectors
- Professional training and short bios of the proposed project team members
- A brief list of past and current clients in the public sector, preferably public schools
- Contact information for a minimum of 3 relevant references.
- Liability insurance is required and must be paid before the audit begins. All travel, expenses, and fees are the responsibility of the contractor.
- Proposal should be limited to (6) pages (excluding supplemental attachments) and emailed to [jcorazzini@framingham.k12.ma.us](mailto:jcorazzini@framingham.k12.ma.us)
- Any questions regarding this proposal should be directed to [jcorazzini@framingham.k12.ma.us](mailto:jcorazzini@framingham.k12.ma.us)

## **Audit Budget**

The maximum budget for this audit is \$48,000.

## **Audit Timeline**

Audit Contractor Solicitation for Price Quotes: July 22, 2019 - August 15, 2019

District Review of Quotes & Award of Contract: September 1, 2019 - September 9, 2019

Audit Begins: October 2019

Ongoing Updates: October 2019 - January 2019

Initial Report: January 24, 2019

Final Written Report: March 15, 2020