



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

Office of Equity, Diversity and Community Development
Mr. Joseph Corazzini, Assistant Superintendent
73 Mount Wayte Avenue, Second Floor, Framingham, MA. 01072
Telephone: 508-626-9115

Request for Quotes - Equity Audit

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 which are the drivers behind the gaps in student opportunity and achievement. Through this audit process, we look to identify and adopt evidence-informed practices so we may build upon our strengths and align resources to support the various requirements of our diverse student body.

Scope of Work

FPS is looking for an experienced professional or team who has worked with public education institutions and/or public sector systems to assess systemic factors including but not limited to student access to high-quality programs, high-quality teaching, hiring practices, just discipline procedures, and equitable resources. The audit process will be conducted in the interest of providing a root cause analysis of factors which may be hindering and supporting the achievement for our diverse population. This individual/firm should be fluent in critical pedagogy, collaborative processes, team building and bring a commitment to social justice. The contractor(s) will conduct a thorough review of multiple domains across the district pre-K to 12. Once qualitative and quantitative

data is analyzed, the contractor(s) will prepare a detailed report. The district recognizes that this is an interactive process and values being in communication as the audit unfolds.

Deliverables

1. Conduct individual focus groups made up of a representative body of students within the district and families within the community. Provide a detailed report on common themes that emerge from the focus group process. Within the time and budget constraints, FPS hopes to have the participation of the following historically marginalized groups (children of color, a range of ethnic groups, religious groups who have historically been targeted (ie. Muslim, Jewish, Hindi students, LGBTQ, students in foster care, students on free or reduced lunch, students with a (dis)ability(ies), and students with an incarcerated parent for example).

Focus groups should consist of the following groups:

- Students in the middle school (2 groups)
 - Students in high school (2 groups)
 - Teachers Pre-K to 12 (2 groups)
 - Staff with representation from support, athletics, guidance, transportation, custodial, etc. (1 group)
 - All Administrators will be interviewed. Data from phase I will be incorporated.
 - Parent groups (2 groups)
 - Invitational Focus Group of Traditionally Marginalized Faculty and Staff (1 group staff)
 - Community Partners (1 group)
2. Review FPS targeted interventions and supports for attendance, social-emotional, and behavioral needs at the postsecondary level and grades K and 1. Identify strengths, challenges, opportunities, and effectiveness.
 3. Assess the budget to ensure equity across the district and provide evidence-informed recommendations that build upon our strengths and align resources to meet the needs of our diverse student body.
 4. Assess the FPS leadership team's structure, process, and 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.
 5. Work with district data team using existing data to identify assets and challenges prioritizing the identified areas of focus (e.g., student academic performance, discipline, attendance, dropout and graduation rates).

6. Review current efforts to recruit and retain diverse staff (staff of color, immigrant staff, LGBTQ+ staff, staff with a (dis)ability, bi-lingual staff, 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.
7. Initial review of aspects of the curriculum with department heads to ensure it is intersectional and representative of all aspects of our diverse community.

Auditor Solicitation

FPS will solicit quotes beginning on August 8, 2019, until 5:00 pm ET, and ending on September 6, 2019. All price quotes will be reviewed by the Office of the Superintendent of Schools and the Office of Equity, Diversity, and Community Development to determine if the consultant meets the identified qualifications. The Office of Business and Operations will review all submitted price quotes to determine if the proposals are in compliance and complete. In accordance with Massachusetts state law, the contract will be awarded to the lowest bidder who meets the requirements (see *Auditor Requirements*).

Auditor Requirements

1. Residence in Massachusetts and general knowledge of Massachusetts policies.
2. A work plan and timeline describing methodologies, approaches, and roles and responsibilities for how and when the work will be accomplished
3. Experience providing consulting services, including audits or assessments related to racial equity/diversity/inclusion/cultural responsiveness for public systems and sectors.
4. Significant experience (4 or more assignments) as working as part of a multicultural/multiracial team. Please articulate your understanding and philosophy on equity as part of the submission.
5. Relevant experience in the education/nonprofit and philanthropic sectors
6. Liability insurance is required and must be paid before the audit begins. All travel, expenses, and fees are the responsibility of the contractor.

Proposals will be disqualified if they do not contain the following elements:

1. A detailed budget
2. Short bios of the proposed project team members and full resumes of the principal consultants
3. A brief list and description of past and current clients in the public sector in Massachusetts, preferably public schools

4. Evidence of substantial work on equity and an individual or team who are from diverse backgrounds.
5. Contact information for a minimum of 3 relevant references that are equity-specific.

Proposal Format Details

12 point Font: *Arial*

Spacing: *Single Spacing*

Page Limits: *Proposal should be limited to (6) pages excluding supplemental attachments*

Proposals including supplemental materials should be emailed to jcorazzini@framingham.k12.ma.us

Any questions regarding this proposal should be directed to jcorazzini@framingham.k12.ma.us

Audit Budget

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

Audit Timeline

Audit Contractor Solicitation for Price Quotes: August 9, 2019 - September 6, 2019

District Review of Quotes & Award of Contract: Sept. 9, 2019 - Sept. 13, 2019

Audit Begins: October 2019

Ongoing Updates: October 2019 - February 2020

Initial Report: January 24, 2020

Final Written Report: April 12, 2020