

# SEATTLE PRESCHOOL PROGRAM PROCESS EVALUATION RFP

INFORMATION SESSIONS | AUGUST 23 & 24, 2023



# INTRO

**Welcome: Please enter your name and affiliation into the chat box.**

**Information Session Purpose:** Provide overview of solicitation and proposal submission instructions and accept questions.

## **Q&A:**

- Please type questions into the Chat Box during the session.
- Responses to questions recorded during each information session will be posted on the solicitation web page under “Reference Links and FAQ” within three business days.

# SEATTLE DEPARTMENT OF EDUCATION & EARLY LEARNING (DEEL)

The Department of Education and Early Learning (DEEL) was created to facilitate the City of Seattle's support for the educational and developmental needs of children in Seattle across the preschool to postsecondary education continuum.

# ABOUT THE SEATTLE PRESCHOOL PROGRAM (SPP)

## History and Model

- SPP launched 8 years ago (2015), and is funded through the Families, Education, Preschool and Promise (FEPP) Levy, a 7-year property tax levy approved by Seattle voters.
- Mixed delivery model: preschool providers include community-based organizations (CBO's), family home child care (FCC) providers, and Seattle Public Schools (SPS).

## Target Outcomes

- Support Seattle children's kindergarten readiness and closure of race-based opportunity gaps.
- Expand family access to high quality early learning services.
- Support preschool providers to offer learning environments that are evidence-based, high quality, culturally responsive, and equitable.

# SPP STRATEGIES AND PARTICIPATION

## Strategies

- Sliding scale tuition assistance to expand preschool access
- Teacher training and individualized coaching to support high quality teaching practices
- Comprehensive Support: Health services, technical assistance, and supplemental funding to meet individualized needs of children and families.

## Enrollment

- Currently serves 2,000+ children across 139 classrooms.
- 77% of children enrolled in SPP identify as Black, Indigenous, and People of Color (BIPOC)
- 37% of SPP children are from immigrant & refugee backgrounds
- 50% are from homes with incomes under 185% of the Federal Poverty Level

# SOLICITATION OVERVIEW

**DEEL seeks an evaluation consulting team to conduct a process evaluation examining the implementation and effectiveness of the Seattle Preschool Program's specialized classrooms.**

**The purpose of this solicitation is to:**

- **Observe implementation patterns** across Dual Language, SPP Plus (special education inclusion), and Family Childcare classrooms.
- Explore the **connection between specialized classroom settings and child outcomes** (developmental progress and kindergarten readiness)
- **Obtain recommendations for program improvement or adjustment** to support child outcomes.

**The 1-year implementation period is January – December 2024.**

**The maximum cost of work is \$250,000.**

# FAMILY CHILDCARE (FCC) CLASSROOMS

## Hub-Network Structure

- DEEL contracts with two hub agencies: BrightSpark and Tiny Tots Early Learning Collaborative to recruit and contract with FCC providers.
- DEEL provides technical assistance to hub agencies to support compliance and fidelity to the SPP model.
- FCC providers receive training and coaching directly from DEEL

## Features

- Mixed-age classrooms, low child-teacher ratios.
- Providers meet state licensing requirements (high school diploma) in contrast with lead teachers in CBO & SPS classrooms who are expected to hold a Bachelor's degree or higher in ECE.

## Participant Snapshot

- **22 FCC classrooms.**
- **98 children (5% of SPP)** enrolled in FCCs in in 2022-23.
- FCCs are predominantly led by teachers of color (95%).
- 64% of FCC providers are linguistically diverse (speak one or more language other than English)

View details **page 4 of the Request for Proposals.**

# DUAL LANGUAGE CLASSROOMS

## About the Dual Language Initiative

- Launched in 2020 to standardize dual language program structure and training across a subset of SPP classrooms
- Goal: aim to support development of language skills and cultural understanding benefiting learners speaking a heritage language at home.

## Features

- Teacher training to implement Soy Bilingüe curriculum.
- Teachers and directors participate in professional learning communities.
- Classroom assessment and coaching to pursue dual language accreditation for all dual language classrooms by 2027.

## Participant Snapshot

- **22 classrooms** across **8 agencies**
- **399 children (20% of SPP)** participated in 2022-23.
- **Instruction in 8 non-English languages:**
  - American Sign Language
  - Mandarin
  - Cantonese
  - French
  - Somali
  - Spanish
  - Tagalog
  - Vietnamese.

View details **page 5 of the Request for Proposals** and SPP Manual in **Section 10: Reference Links**.



# SPECIAL EDUCATION INCLUSION (SPP PLUS) CLASSROOMS

## Inclusive Instruction Model

- Developed by UW's Haring Center for Inclusive Education and continues to be implemented at UW's Experimental Education Unit classrooms
- Model has been adopted and expanded on by Seattle Public Schools

## Features

- Classrooms integrate children with IEPs and typically developing peers.
- Specially designed instruction addresses functional and pre-academic needs.
- Class size: Up to 18 students, with 5 to 7 students under IEPs.

## Participant Snapshot

- **28 classrooms across 13 sites**
- **436 children (21% of SPP) served in 2022-23; 116 had IEPs.**

View details **pages 5-6 of the Request for Proposals and SPP Manual in Section 10: Reference Links.**

# SCOPE OF WORK

The work for this contract will take place in three phases, with payment made upon receipt of deliverables.

Phase	Scope of Work Elements	Anticipated Timing
<b><u>Work Phase 1</u></b> <b>Design</b>	Work with DEEL evaluation and early learning staff to finalize the evaluation design.  <b>Deliverables:</b> Evaluation Design and Work Plan.	January – February 2024
<b><u>Work Phase 2</u></b> <b>Implementation</b>	Implement process evaluation as designed in Work Phase I. Any planned primary data collection should occur between March and June.  <b>Deliverables:</b> Data collection protocols, Interim Progress Report.	March – August 2024
<b><u>Work Phase 3</u></b> <b>Reporting</b>	Report evaluation findings and recommendations to DEEL staff and stakeholders.  <b>Deliverables:</b> Technical report with strategy recommendations, community-facing brief, presentations.	September – November 2024

View details about performance schedule and scope of work on **pages 6-7 of the Request for Proposals.**

# SCOPE: METHODS

## Methods

- DEEL will provide the consultant with evaluation questions at the contract start, informed by internal and external stakeholder engagement. Recommended modifications to evaluation questions will be considered in design phase.
- DEEL expects a mixed methods design (integrated qualitative and quantitative inquiry)
- The consultant may rely on a combination of primary data collection and secondary data provided by DEEL, as appropriate, to sufficiently address evaluation questions.

## Available secondary data:

- Child enrollment & demographic data
- Teacher demographic data
- Child-level & classroom assessments
- Family & Teacher Surveys

# SCOPE: EVALUATION QUESTIONS

**Preliminary evaluation questions DEEL seeks to address with this evaluation include the following:**

*Please refer to **page 7** of the RFP for a full set of preliminary questions.*

- To what extent are Dual Language and Special Education Inclusion programs being implemented with fidelity?
- How do SPP Dual Language and Special Education Inclusion offerings support child outcomes?
- To what extent are SPP Dual Language and Special Education inclusion models aligned with evidence-based practices in early childhood dual-language and special education instruction?
- To what extent do family childcare providers implement the SPP model with fidelity?
- What successes and challenges do family childcare providers demonstrate in implementing SPP with fidelity?
- How does SPP participation (including the supports provided by DEEL) affect the quality of FCC provider learning environments?

# SCOPE: STAKEHOLDER ENGAGEMENT & REPORTING

**Reporting:** at the conclusion of the evaluation, the consultant will submit/conduct:

- Technical research report
- Community-facing brief (executive summary of findings for non-technical audience)
- PowerPoint presentations to key stakeholder groups (Summarizing technical report)

## **Partnership & Engagement**

- The consultant will collaborate with Performance & Evaluation staff and a core team of DEEL Early Learning Division staff throughout the project.
- Consultants are invited to propose strategies for engaging stakeholders to support the quality of the evaluation, including approach to presentation and sense-making of evaluation findings to different audiences.

# MINIMUM QUALIFICATIONS

**Proposals will be considered from prospective evaluation teams that meet the following qualifications:**

## **Minimum Qualifications**

1. Principal investigator has experience with a project of similar scope and budget.
2. Principal investigator has conducted evaluation(s) related to early childhood education within the last five years.
3. Consultant team has demonstrated experience conducting process evaluations to facilitate program improvements.

**The following are required by the selected consultant for contract execution but do not need to be submitted during application process:**

- Proof of WA State Business License
- City of Seattle Business License
- Insurance documentation

# DESIRED QUALIFICATIONS

**Competitive proposal teams will meet some or all of the desired qualifications below.**

1. Experience applying mixed methods to evaluate program fidelity and outcomes.
2. Evaluation/research experience related to early childhood dual- and multi-language instruction.
3. Subject matter expertise and/or evaluation/research experience related to special education.
4. Knowledge of multiple early childhood education delivery settings, including family home childcare.
5. Experience with data collection with populations that speak a primary language other than English.
6. Knowledge and experience with culturally responsive evaluation practices, including demonstrated ability to conduct data collection approaches that deliver the perspectives of communities that have been historically marginalized in government policy.

# RESPONSE MATERIALS & SUBMITTAL

**Submittal:** DEEL will accept proposals electronically at [DEELfunding@seattle.gov](mailto:DEELfunding@seattle.gov). Please review detailed submittal instructions on page 8-9 of the Request for Proposals. **Submission deadline: September 22, 2023, 11:59 PM PST**

## Response Materials:

- **Letter of Interest** (optional)
- **Proof of Legal Business Name**
- **Consultant Questionnaire**
- **Description of Minimum Qualifications:** response must demonstrate that minimum qualifications are met for the proposal to be considered.
- **Written Proposal Response:** includes team composition and competencies, anticipated evaluation approach, stakeholder engagement strategy, and proposed communication and reporting protocols.\*
- **Cost Proposal**
- **Prior Work Samples**
- **List of Professional References**

\*Review pages 7-9 of the Request for Proposals for details.



# SELECTION PROCESS

- **Initial Screening (technical compliance):** for proposals to be considered, consultant must include all required documents and effectively demonstrate that they meet minimum qualifications.
- **Proposal Evaluation:** proposals will be evaluated, scored, and ranked by a review panel according to scoring criteria provided on pg. 11 of the Request for Proposals.
- **Interviews:** Top scoring candidates will be invited to an interview with the review panel on October 12 or October 13, 2023\*
- **Award notification:** Candidates will be notified of intent to award (or non-award) on October 26, 2023\*

*\*Dates subject to change. Changes will be posted on the City's Funding Opportunities page on the DEEL website: <https://www.seattle.gov/education/for-providers/funding-opportunities/2023-spp-process-evaluation-rfp>*

# REFERENCES

The following resources are provided for additional background about the Seattle Preschool program:

- **Seattle Preschool Program web page:** view details about the background of SPP
- **Seattle Preschool Program Manual:** Learn more about SPP Plus Inclusion classrooms and Dual-language classrooms
- **Seattle Preschool Program Providers:** Information on current SPP providers
- **2021-22 DEEL Annual Report:** Preschool enrollment and outcome trends
- **Seattle Preschool Program Evaluations:** formal impact and process evaluations

**Access:** RFP Section 10: Reference Links and [solicitation web page](#).

## Q&A

**To submit a question:** email [DEELFunding@seattle.gov](mailto:DEELFunding@seattle.gov) with "Question: SPP Evaluation RFP" in the subject line.

**Responses will be posted on a rolling basis to the solicitation web page.** Individuals will not be notified of posted responses and are expected to monitor the site for updated Q&A.

**Deadline to submit questions:** September 18, 2023, 11:59 p.m. PST