



## **Request for Proposal**

### **ACE Independent Evaluator**

YES Prep Public Schools, Inc. (YES Prep) is seeking independent evaluation services to support the process of continuous program improvement of YES Prep's 21<sup>st</sup> Century Community Learning Centers, known as Texas ACE (Afterschool Centers on Education), in Houston, Texas.

#### **Program Model**

ACE provides free academic, enrichment, and college/career opportunities during non-school hours for at-risk students, particularly students who attend high-poverty and high-need schools. The program helps students meet state and local standards in core academic subjects, such as reading and math, and provides an array of enrichment activities and wraparound services, including support for social-emotional, physical, and mental wellbeing. ACE also provides direct services for families.

Independent evaluation is expected to measure progress in meeting local program goals and objectives, as well as state and federal performance indicators. The evaluator is required to assist ACE projects to be compliant with statewide evaluation and other requirements by the Texas Education Agency. The process will include the collection and analysis of data from a variety of sources including but not limited to: web-based data, reports in TX21st, logic models, interim reports, surveys from staff, students, and parents, and site visits. The evaluator will work directly with the ACE Project Director who oversees ten ACE centers throughout Houston, Texas, serving students in Grades 6-12, at the following campuses:

- YES Prep Southside, 5515 S Loop E Fwy, Houston, TX 77033
- YES Prep Brays Oaks, 9000 W Bellfort Blvd, Houston, TX 77031
- YES Prep Southwest, 4411 Anderson Rd, Houston, TX 77053
- YES Prep East End, 8329 Lawndale St, Houston, TX 77012
- YES Prep Gulfton, 6565 De Moss Dr, Houston, TX 77074
- YES Prep North Forest, 6602 Winfield Rd, Houston, TX 77050
- YES Prep Northside, 5215 Jensen Dr, Houston, TX 77026
- YES Prep Fifth Ward, 1305 Benson St, Houston, TX 77020
- YES Prep White Oak, 5620 W Tidwell Rd, Houston, TX 77091
- YES Prep West, 10535 Harwin Dr, Houston, TX 77036

Participation and presentations at the school district Home Office, located at 5515 S. Loop E., Suite B, Houston, Texas 77036, will also be expected.

#### **Program Goals**

Federal, state, and local program goals provide a framework for evaluation. YES Prep seeks to meet the following local goals:

- Increase Middle School ACE student academic improvement, particularly in math and reading;



- Increase High School ACE student on-time promotion and/or graduation;
- Increase school safety and culture as determined by decreased behavioral incidents on campus and through student safety surveys;
- Increase school day attendance;
- Increase family engagement at each ACE campus.

In addition to the milestones listed above, all ACE centers are required to meet the follow grant metrics as outlined by Texas Education Agency:

- At least 15 ACE operational hours per week for 29 weeks during the school year;
- At least 16 ACE operational hours per week for 6 weeks during the summer;
- At least 85 students attend ACE 45 days or more at each center;
- At least 50 parents attend ACE at least once at the following centers:
  - Southside, Brays Oaks, Southwest, East End, Fifth Ward, West
- At least 60 parents attend ACE at least once at the following centers:
  - Gulfton, North Forest, Northside, White Oak
- Every ACE center provide activities in the following categories each term: academic, enrichment, college/career, family services.

Lastly, all sites will adhere to the following requirements as provided by federal guidelines:

- Logic Models;
- Interim Reports;
- Key Task Assessments.

### **Scope of Work**

- Provide a local evaluation model that aligns with 21CCLC data collection, analysis, and reporting requirements by utilizing a local improvement evaluation model that includes: quality program indicators; objective student performance indicators using state identified instruments and systems; satisfaction indicators of staff, students and parents, as well as curriculum and environment evaluation;
- Design the evaluation to provide both point-in-time data to assess site specific and total project program success, as well as change-over-time data to assess program effectiveness that will guide continued program improvement. Quantify program quality as measured by participation and student performance by gathering and using data, Youth Program Quality Assessment (YPQA), report card grades, and attendance;
- Manage the data collection process, including formal agreements with local school district, and ensure the program is meeting an established timeline;
- Observe program activities and conduct structured and unstructured interviews with the staff and other stakeholders;
- Conduct regular meetings with the Program Director, staff, and stakeholder groups regarding Evaluation plan progress and results to understand full impact of program on students and community;
- Provide recommendations and assistance to Project Director to embed strategic program improvements into daily programming;



- Produce formal reports, including Final Report (July) linked to program goals that offers both summative results of the program and recommendations for the next year;
- Conduct presentations for stakeholder meetings upon request;
- Attend ACE and YES Prep meetings as requested.

### **Term of Contract**

The term of contract is August 1, 2018 to July 31, 2019, with the option to renew annually through July 31, 2020. Annual renewal is contingent upon successful completion of contract requirements and future funding per ACE site.

### **YES Prep's Background and Purpose**

YES Prep's mission is to increase the number of students from underserved communities who graduate from college prepared to lead. **Our vision is that every child in Houston receives equitable access to a public school that delivers an excellent, college-ready education.**

YES Prep Public Schools was founded in 1995 by a small group of teachers responding to the chronic high school drop-out crisis in one of Houston's most disadvantaged communities. At the time, the charter school movement was in its infancy. The first public charter school in the nation opened in 1992, just 3 years earlier. Despite the many challenges of establishing a school and implementing a relatively new model, our founder, Chris Barbic, pressed forward and YES Prep received its state charter in 1998. He believed our students could succeed when given access to a high-quality education even when his critics said otherwise. Chris Barbic has been nationally recognized for his visionary leadership to transform public education for historically underserved populations. From YES Prep's humble beginnings as a single school located in a trailer in a southeast Houston parking lot, we have grown to become one of the nation's most successful charter schools in operation. **Today, we are a network of 18 high-performing, open-enrollment charter schools that provide a college-preparatory education for all students across greater Houston. We serve more than 13,568 students in grades 6-12.**

YES Prep believes that talent is equitably distributed across all communities in our great city of Houston. The unfortunate reality, however, is that access to excellent educational opportunities is inequitably distributed. In Houston today, a student from a low-income family has less than a 10% chance of earning any form of a college degree (including 2-year, 4-year, and technical degrees). By contrast, a child born into a family in the top quartile of income has about an 80% chance to graduate from college. YES Prep exists to eliminate this gap and give children from low-income communities the same quality education as children who grow up in more affluent communities. Our district-wide student demographics are as follows:

- 97% Hispanic Latino and African American
- 92% economically disadvantaged
- 31% limited English proficient
- 43% at-risk (e.g., retained, pregnant and/or parenting, juvenile delinquent, homeless)



For nearly twenty years, YES Prep has shown that students from all economic and racial backgrounds can achieve at the highest levels when given the opportunity to attend a high-quality, rigorous public school. We operate schools in some of Houston’s most underserved communities, including North Forest; the East End; Fifth Ward; Gulfton; Sunnyside; the greater Kashmere Gardens community; Denver Harbor, and more. YES Prep has proven that with outstanding teachers and high expectations, students from these communities can be accepted to and graduate from top universities and colleges across the country. To that end, approximately 71% of YES Prep alumni are currently enrolled in college or have already earned their degrees, and our students are graduating at four times the rate of their peers with similar economic backgrounds.

### **Proposal Details**

Please email a brief proposal of interest no later than 08/31/2018 to Maria Maradiaga, ACE Project Director, at [maria.maradiaga@yesprep.org](mailto:maria.maradiaga@yesprep.org) for consideration.

Content should include:

- A brief description of the firm and/or consultant including qualifications and relevant experience;
- A brief description of content knowledge in the field of Out of School time and/or 21<sup>st</sup> Century Community Learning Centers programming;
- Provide a sample of work, including evaluation reports;
- Provide a proposed 12-month timeline of activities as appropriate with the grant dates August 1, 2018-July 31, 2019;
- Include price information and how the price was determined. Proposal costs should not exceed \$22,500;
- Value added services.

Questions regarding this proposal may be submitted electronically until 08/30/2018 to Maria at the email address listed above, with subject line “ACE RFP Question.”

### **Proposal Evaluation**

Proposals will be evaluated based on:

- Prior experience evaluating non-profit, youth programs and/or grant-funded programs;
- Specific experience with 21<sup>st</sup> CCLC / ACE programs;
- Staff qualifications;
- Understanding of work to be performed, including realistic timeline;
- Other value-added services;
- Price.

Evaluator selected will be contacted by 09/14/2018.

### **Timeline**

|                 |                         |
|-----------------|-------------------------|
| August 15, 2018 | RFP issued              |
| August 30, 2018 | Electronic Q&A deadline |
| August 31, 2018 | Proposal due            |



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|------------------------------------|-----------------------|
| September 14, 2018                 | Awardee selected      |
| September 15, 2018 – July 31, 2019 | Evaluation activities |
| July 31, 2019                      | Final Report Due      |

**We are an equal opportunity employer**

YES Prep Public Schools is an equal opportunity employer and makes employment and contract decisions based on merit and in accordance with applicable state and federal law. YES Prep policy prohibits unlawful discrimination on the basis of race, color, age, national origin, religion, sex, sexual orientation, disability, military or veteran status, genetic information, medical condition, or any other consideration made unlawful by federal, state, or local law, ordinance, or regulation.

**YES Prep Right to No Award**

YES Prep reserves the right to reject all proposals, reject portions of any proposal, or accept the proposal deemed most appropriate for YES Prep.

**Preparation Costs**

All costs incurred in the preparation and presentation of the RFP shall be wholly absorbed by the applicant. All documents submitted will become the property of YES Prep.