

BOARD OF DIRECTORS

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North Kitsap School District

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**Request for Proposal
Daycare Services**

In partnership with our community, the North Kitsap School District will provide an academically challenging educational program to meet the diverse needs of all students in a safe, nurturing environment and empower them to be competent, creative, compassionate and contributing citizens.

The North Kitsap School District is located on the north end of the Kitsap Peninsula in Washington State directly west of Seattle, across Puget Sound. The District covers approximately 110 square miles and serves the communities of Poulsbo, Kingston, Suquamish, Hansville, Indianola, and Port Gamble, as well as two sovereign nations, Port Gamble S'Klallam Tribe, and Suquamish Tribe.

The District serves approximately 6,000 students with six elementary school, two middle school, and two high schools, staff of about 900, and approximate \$76 million dollar budget.

Submittal Deadline: Monday, January 23, 2017, 4:00 p.m.

Mail to:

North Kitsap School District
Travis Smith
18360 Caldart Avenue NE
Poulsbo, Washington 98370

Contact Travis Smith, Director of Learning Support at 360-396-33095 or TGSmith@nkschools.org with questions regarding this Request for Proposal.

1.0 Purpose

The North Kitsap School District is seeking proposals from applicants that are qualified and licensed to provide before, after, and summer school enrichment programs. The Schools goals are to 1) to provide a safe, secure on-site before, after, and summer school program for students and 2) deliver an enriching, enjoyable program. The District, on behalf of the Schools, intends to enter into a one (1) year agreement for services for each school site beginning August 1, 2017. The contract can be extended unless either party provides a cancellation notice. This agreement will also provide for cancellation provision on 90 days prior written notice by either party at any time.

Please refer to section 3.0 of this Request for Proposal (RFP) for a complete descriptions of services required. This RFP is open to all eligible organizations that meet the qualification requirements.

1.1 Background

The North Kitsap School District covers over 110 square miles, reaching from northwestern-most tip of Hansville to Keyport and Naval Submarine Base Bangor. We serve the communities of Hansville, Indianola, Kingston, Port Gamble, Poulsbo and Suquamish. Our borders include the Port Gamble S'Klallam Tribe and Suquamish Tribe.

Our schools include 6 elementary schools, 2 middle schools, 2 high schools, a Parent Assisted Learning Program, and a K-8 multiage program.

1.2 Mission

In partnership with our community, we will provide an academically challenging educational program to meet the diverse needs of all students in a safe, nurturing environment and empower them to be competent, creative, compassionate and contributing citizens.

1.2 Strategic Plan

The North Kitsap School Board has identified two top priorities for North Kitsap School District.

- 1) The School Board's top priority is to have 100% of third graders reading on grade level by 2020.
- 2) By 2020, the NKSD Graduation rate will be in the top 5% of the state.

Strategic Directions

Success for All Students-We will empower our students to become competent, creative, compassionate and contributing citizens.

Stakeholder Support and Satisfaction -Student learning experiences will be supported and enriched by fostering effective communication and purposeful stakeholder engagement.

Effective & Efficient Operations - Support student success through strong fiscal management, facilities planning and effective systems.

2.0 Details and Qualifications

All applicants must be qualified to provide before, after, and summer school enrichment programs.

2.1 Details

All proposals must be received no later than January 23, 2017 by 4:00 p.m.

2.2 Qualification Requirements

The Provider must perform the Services in compliance with all applicable federal, state, county, and local laws and regulations and all applicable District and School policies and rules in effect now or later and as amended from time to time.

2.3 The applicant shall provide a description of the experiences, including programs and contracts, pertinent to the services required by this RFP as evidence of the applicant's ability to perform services in the proposal.

Applicant shall provide references including points of contact, with addresses, email, and/or phone numbers. North Kitsap School District reserve the right to contact references to verify experience.

2.4 All applicants must be in the occupation of providing licensed services to students and all applicants must be able to adhere to all requirements listed within the RFP.

3.0 Service Requirements

A quality after, before, and summer program includes the following components: 1) academic enrichment activities; 2) quality physical activity; 3) connects to school day; 4) healthy snacks as appropriate. The program will promote and support critical thinking and collaborative techniques that allow students to successfully develop academic skills, and pursue useful knowledge. A quality program provides safe, structured environments for students outside of the regular school day through extended learning. A quality program clearly connects with district/school efforts around Common Core State Standards (CCSS).

Describe the ways in which the program will be connected to the regular school day; alignment with the (CCSS) state learning standards, communication with the principal, teachers, and support staff, aligning curriculum and instructional practices, homework policies and practices, etc.

3.1 Service Activities

A concise description of services and activities to be provided, to include the following:

- What services will be provided?
- When will the program start, end, and the days of operation?
- When will services be offered (time, days of week, etc.)?
- Who will benefit?
- What curriculum and/or teaching materials will be used?
- Any optional or enhanced opportunities provided.

4.0 Management Plan

- Describe safety of student check-in/check-out procedures.
- Describe student management emotional support strategies.
- Other

4.1 Organizational Staffing Design and Qualification

- Describe your organizational staffing design and describe what qualifications and background or experience you will require of all program staff.
- What training opportunities are provided for staff to ensure connection to supporting student needs?

5.0 Compensation and Payment

The approved applicant shall be solely responsible for charging and collecting tuition from the parents of enrolled students. The provider must provide a detailed tuition scale that outlines a tiered structure of support that removes barriers for participation.