



Public Schools of the Tarrytowns

RFP#2024-06- Pre-K Addendum #1

1. We have Tarrytown SD children currently enrolled in our preschool program. They are on the waitlist for UPK with your district. If they do not get in, they plan on continuing with us for the 2024/2025 school year. Should we decide to open up our program to UPK, would the children in our program have priority? Or would they remain on a waitlist in the order that Tarrytown assigned them?
 - A. **The order on the waitlist will prevail.**

2. How does tuition/payment work with your school district? How much would we receive? When would we receive payment?
 - A. **Each respondent to the RFP is submitting a cost that they are proposing to charge the District for services. You would receive 1/10 of total payment each month, from September to June.**

3. Who recruits/staffs employees for the UPK program? How are they paid?
 - A. **The successful proposers in this RFP process will be responsible for their own hiring of their employees. They are employees of the agency and paid by the successful agency, not by the District.**

4. Is there any way to revise the teacher qualification portion? Our current teachers have undergraduate and graduate level degrees in ECE. If they are approved to teach by NYS Licensing standards, I am wondering if and how the District could have those qualifications overlap in some way.

- A. After additional review, we've been advised that the teacher qualification portion should stay as in the original RFP #2, based on NYSED qualifications. Please see required qualifications here:

<https://www.nysed.gov/memo/early-learning/guidance-commissioners-regulations-section-151-13-regarding-staffing>

5. In terms of teacher certifications, do all of the teachers that would be in the UPK classroom have to have them? Would a lead and assistant teacher system work?

- A. If all teachers do not meet the required criteria, the onsite director must have the certificate and be employed during the hours of when school is in session. Please see required qualifications here:

<https://www.nysed.gov/memo/early-learning/guidance-commissioners-regulations-section-151-13-regarding-staffing>

6. In terms of the update to the food portion, (The Provider will serve food that will meet National School Lunch Program and School Breakfast Program (NSLP and NSP) requirements. Meals/snacks need to be provided in an environment conducive to staff/child interaction and appropriate to meet children's needs.) would this require a kitchen? Could providers partner with CACFP for daily meals and snacks?

- A. **A kitchen is not required. Providers may partner with CACFP. Additionally, the District is also open to gaining State Education Department approval to provide meals for Pre-K students that would be available daily for pickup by the successful proposer on a daily basis.**

7. Would we be responsible for hiring additional staff--particularly a nurse and social worker to be on site daily?

- A. **No.**

8. Our program accommodates 14 children and with the pricing being in increments of 10, would funding only be given for 10 children?

A. No, if the proposal is accepted, funding would be received for all 14 students. However, the pricing per student would be the same for 11, 12, 13... 20 students.

9. I noticed that the terms of termination were removed, which was a large determining factor for us, however, with the district's plan to eventually accommodate all UPK children, where does that leave our program once that goal is reached? Can we expect to reapply for funding even if the district can accommodate all children, and in good faith believe that we have a chance at getting that funding? It seems as though this partnership would benefit us until it doesn't benefit the district anymore.

A. As is listed in Paragraph 4 of the Request for Proposals ("RFP"), the Contract that will be awarded will be in effect from July 1, 2024 through June 30, 2025, with the option to renew annually through the 2028-29 school year. The standard contract terms were removed from the RFP as those will be included in the finalized contract signed between the Parties following the award. For any termination without cause, there will be at least a 60-day notice period. For any termination for cause or for material breach of the contract, there will be a 5-day notice period.