

# ***Request for Proposal***

## ***Pre-School Provider Partnership***

Grants Pass High School is seeking a qualified pre-school provider to establish a partnership on our campus. This partnership will offer pre-school services while simultaneously providing our Early Childhood Education program students with invaluable practicum and observation opportunities.

### **Scope of Work**

The selected provider will be responsible for:

- Providing high-quality pre-school education and care for children.
- Collaborating with the school's Early Childhood Education program to offer practicum and observation experiences for high school students.
- Adhering to all applicable state and local licensing and regulatory requirements.
- Maintaining a safe and nurturing environment for children and staff.

### **Qualifications**

Applicants must:

- Possess the license necessary for running an early childhood education center.
- Must have or be in process of gaining a SPARK rating (minimum of 4 -Star Rating or higher) for early learning programs in Oregon
- Demonstrate a strong commitment to providing high-quality early childhood education.
- Preference is that program is aligned with GPHS ECE program educational philosophies and pedagogy. (Reggio-inspired, play-based curriculum)
- Program follows developmentally appropriate framework as outlined by Oregon Department of Education ([linked here](#))
- At a minimum, offer pre-school services following the district's school calendar (open on dates when school is in session)
- At a minimum, operate during school hours (8:00 – 4:00 p.m.)
- A minimum of 15 preschool children who are consistently present at least 4 days per week.
- Location will be used daily as a practicum location for Early Childhood Education practicum students. This site will be exclusively used by practicum students only.
- Have a consistent classroom schedule that works with the high school schedule (collaboration with high school ECE program teachers is essential when building the classroom schedules).
- Collaborate with GPHS students and staff:
  - Staff must be willing to collaborate with our high school students and ECE teachers as well as be mentors/models for developmentally appropriate practices with young children.
  - Program must have a classroom plan for instruction that is communicated ahead of time with the GPHS ECE teachers and students allowing time for future projects in the center.
  - Staff members must be qualified and capable of mentoring the high school students (not grade them, but give supportive suggestions and **demonstrate best practices with children**).
- Staff members should be trained and skilled at modeling trauma informed care with young children
- Staff members must model professional workplace behavior and attire for our practicum students.

- Staff members must model developmentally appropriate practices in regards to technology usage in the classroom
- Demonstrate that the program is inclusive of the following important elements
  - Free play
  - Outdoor experiences
  - Group meetings
  - Group activities
  - Storytelling & story dictation
  - Opportunities for exploration in all areas: math, science, literacy, sensory, art, cooking, dramatic play, music/movement
- Routine communication about changes or adjustments to the program
- Follow Grants Pass High School safety protocols including cameras in the pre-school classroom for child and staff safety

#### **District Provides:**

- Pre-school classroom and playground space
- All utilities including access to laundry facilities
- Custodial and maintenance services daily

#### **Proposal Requirements** Proposals should include:

- A detailed description of the provider's experience and qualifications.
- A defined curriculum and daily schedule.
- Information on program instructional philosophies
- Information about staffing levels and qualifications.
- A budget proposal, including tuition rates and any additional fees.
- A statement of willingness to work with high school students within the center
- A timeline for establishing the partnership.

#### **Submission**

Proposals should be submitted to Trisha Evens at [tevens@grantspass.k12.or.us](mailto:tevens@grantspass.k12.or.us) by January 6, 2024.

#### **Timeline**

- November 1 – officially post RFP on district website
- January 6 – applications are due
- Applications reviewed and interviews scheduled.
- January 31 – select partner and notify applicants
- July 1 – Child Development Center available for move-in
- Preschool will need to be ready for practicum students no later than September 2.

***For more information or to schedule a tour of the facility,  
contact Trisha Evens, [tevens@grantspass.k12.or.us](mailto:tevens@grantspass.k12.or.us)***