



**CHAPPAQUA**  
Central School District

**Request For Proposal**  
**CCSD RFP# 2020-**

**Equity, Inclusion, Anti-Racism & Social Justice Professional  
Learning in Chappaqua CSD**

**66 Roaring Brook Road  
Chappaqua, NY 10514**

## **Purpose:**

The purpose of this RFP is to provide support, in the form of professional learning, for members of the district as we continue our equity, social justice and anti-racism work. We are focused on providing consistent and robust learning opportunities for all faculty, staff, students and families to help disrupt the existing systems and structures that oppress and marginalize certain groups of people including BIPoC, LGBTQ+, women, and others. This work will include training, curricular reviews and community engagement so we can effect sustainable change.

## **Description of the School District:**

- A. **Number of Schools:** 6 Total - 3 elementary schools, 2 middle schools & 1 high school
- B. **Number of Employees:** Approximately 700
- C. **Number of Students:** 3,590
- D. **BOCES:** Member of Putnam Northern-Westchester BOCES
- E. **Board of Education:** 5 Member Board
- F. **District Leadership Team:**
  - a. Superintendent- Dr. Christine Ackerman
  - b. 4 Assistant Superintendents
    - i. Business - Mr. John Chow
    - ii. Curriculum - Dr. Adam Pease
    - iii. HR - Dr. Tony Sinanis
    - iv. PPS - Ms. Ellen Doherty
  - c. 6 Directors
    - i. Athletics - Mr. Jason Semo
    - ii. Equity, Inclusion & Wellness - Mr. Phillip Marcus
    - iii. Facilities - Mr. Joseph Gramando
    - iv. Literacy - Ms. Jamie Edelman
    - v. Special Education Services & 504 - Ms. Karen Smith
    - vi. Technology, Mathematics & Innovation - Mr. Josh Culwell-Block
  - d. 6 Building Principals
    - i. Horace Greeley High School - Mr. Andrew Corsilia
    - ii. Bell Middle School - Mr. Joseph Wiener
    - iii. Seven Bridges Middle School - Dr. Joseph Mazza
    - iv. RB Elementary School - Ms. Tonya Wilson
    - v. DG Elementary School - Ms. Carol Bartlik
    - vi. WO Elementary School - Mr. James Skoog
  - e. 9 Assistant Principals (3 elementary, 2 middle school & 4 high school)

## Scope:

- A. We foresee this professional learning work unfolding over a 2 - 3 year period commencing in February 2021 and concluding in June 2023 (at least)
- B. The work will take place in person during the school day and outside of the school day depending on the group
  - a. We will continue to leverage remote meeting platforms as well, to connect as many people as possible
- C. The main areas of focus are as follows:
  - a. ***Professional Learning/Professional Development Goals for all staff***
    - i. Experiences that all staff members must be part of associated with
      - 1. Self-reflection/identity work
        - a. Awareness of privilege, power and impact
      - 2. Bias/Assumptions about individuals, race, gender, sexuality, etc with a focus on the following:
        - a. Coded language
        - b. Microaggressions/ "Jokes"
        - c. Tokenism
        - d. Cultural appropriation
      - 3. Unpacking the concepts of equity, social justice, anti-racism and inclusion
      - 4. Explicit training around being an anti-racist & the continuum of that work
    - ii. Opportunities for differentiated professional development/learning for staff - people get what they need based on where they "sit" and identify
    - iii. Assisting in becoming allies and accomplices in anti-racist/equity work
    - iv. Job embedded PD - coaches/staff developers in the classrooms
    - v. Centering students in this work - ensuring that all students have a voice; not just those in a formal leadership position
  - b. ***Professional Learning/Development Goals for Leadership Team***
    - i. Training for facilitation for identity work, race in America, other PD
    - ii. Listening strategies/tools for leadership facilitation with an awareness of privilege
  - c. ***Learning experiences for students***
    - i. All students (Gr. 5 - 12) around issues of equity, anti-racism, social justice, etc.
    - ii. BIPOC students - specifically for our BSU, Alliance, etc.
    - iii. Empowering students to offer pushback/perspective/feedback
    - iv. Assisting in establishing Affinity Circles/Groups for students
  - d. ***Curricular review***
    - i. Review/audit curricular materials by department/school/level to align with the broader professional learning that will be unfolding
    - ii. Audit the SEL approach
    - iii. Suggest specific curricular guides and resources that we can rely on to inform this work

- iv. Assist in the development of a K - 12 social justice/anti-racist scope & sequence that transcends content areas
- e. Learning opportunities for families & community members***
  - i. Exposure to what our students and colleagues have learned - possibly facilitated by our students, faculty and staff

## **Submission Requirements:**

### ***A. Qualifications of the Staff Members of Any Potential Organizations/Firms:***

- a. The district is especially interested in the level and type of equity, social justice, anti-racism and inclusion professional learning that has been facilitated by the individual or members of the organization that would be assigned to work with our faculty, staff, students and families. CV, brief resumes and a listing of school districts and educational institutions to attest to prior successful experiences is required. The District reserves the right to reject, without prejudice, any and all proposals received under this Request for Proposal, to request additional information from all proposers and to negotiate the terms of the engagement.

### ***B. Qualification and Experience of Any Potential Organization/Firms:***

- a. Any individuals, organizations or firms that submit proposals must have sufficient staffing to ensure timeliness, stability and responsiveness during the time of this commitment. Any individual, organization or firm submitting a proposal must also provide information about size, staffing and evidence of successful experience in other school districts or educational organizations.

### ***C. Proposals shall be evaluated based upon the following:***

- a. Professional Qualifications
- b. Prior experience with facilitating professional learning opportunities focused on equity, social justice, anti-racism and inclusion, particularly within New York State.
- c. Clearly articulated scope and sequence for the work with a clear professional development plan that speaks to impact on teaching and learning
- d. Total proposed price for the District
- e. Proposer's demonstrated capabilities (sufficient staffing, access to resources, location, past experience working within NYC)
  - i. Identify staff who would be working with our district
- f. Length of time in business
- g. Client references
- h. Staffing
- i. The District intends to select a firm that, in their opinion, best meet the District's needs, and not necessarily the firm(s) whose fees are the lowest

### ***D. Submission of This Proposal***

- a. Each individual/firm/organization responding to this RFP must provide one (1) original and two (2) additional copies of their proposals. Finalists may be required to meet with District officials and/or the Assistant Superintendent for Human Resources and Leadership Development and/or the Director of Equity, Inclusion and Wellness

***E. Questions Regarding This RFP:***

- a. Questions concerning this RFP and the procedures for responding, or a request to speak with someone in the school district, should be directed to \_\_\_\_\_

**Submission Packet:**

**A. Information and Documents**

- a. Proposals should be clearly identified on the envelope as follows:
  - i. CCSD RFP #2020- Equity, Inclusion, Anti-Racism & Social Justice Professional Learning in Chappaqua CSD
- b. Proposal should be sent to:
  - i. Dr. Tony Sinanis, Assistant Superintendent for HR & Leadership Development  
Chappaqua Central School District  
66 Roaring Brook Road  
Chappaqua, NY 10514

**B. Proposals must be received no later than \_\_\_\_\_**

**C. Include one (1) original and two (2) copies of proposal with submission.**

**D. Each proposal packet must contain the following documents:**

- a. Proposal narrative listed under “Proposal Format and Contents” including:
  - i. Clearly articulated scope and sequence for the work with a clear professional development plan that speaks to impact on teaching and learning
  - ii. Total proposed price for the District
  - iii. Proposer’s demonstrated capabilities (sufficient staffing, access to resources, location, past experience working with school districts)
  - iv. Identify staff who would be working with our district
  - v. Length of time in business
  - vi. Client references